LSAA Board Meeting Minutes

August 17, 2002

Present: Linda Miller, President; Susan Barrick; Jean Koch; Mary Ann Pohl; Nancy Miller; Lisa Powell Williams; Roslyn Wylie; Nancy Gillfillan; Aleksandra Wlodarska; and Ellen Swain. Linda Smith, GSLIS Interim Dean, was absent due to the LEEP Reunion events.

Board members introduced themselves to the two new Board members: director Lisa Powell Williams and student representative Aleksandra Wlodarska. The Board approved the previous meeting's minutes with two corrections.

Financial Report

Jean Koch provided an overview of LSAA budget expenses (2001-02) and introduced a proposed budget for 2002-03. Koch mentioned that the Board underestimated the amount of revenue coming into the account last year, due to an increase in membership dues revenue. She explained expenses last year were similar to those in the previous year and that LSAA stock and CD values have continued to decline over the course of the last few years. Roslyn Wylie made a motion to accept the financial report. Mary Ann Pohl seconded the motion and the motion passed.

Old Business

Linda Miller, Susan Barrick, and Roslyn Wylie and Dean Linda Smith attended the LSAA Annual Business Meeting at ALA and reported that holding the business meeting at the beginning of the GSLIS reception worked well. Linda Miller addressed the attendees (approximately 250 alumni) in the absence of Nancy Gillfillan. She thanked them for their membership in LSAA and emphasized that their dues helped support the reception.

Nancy Gillfillan made a motion for the LSAA to pay the remaining portion of $2500 of its $30,000 pledge to the GSLIS building fund out of the Foundation account in the coming fiscal year. Jean Koch seconded the motion and the motion passed. Susan Barrick will contact the Foundation to make sure the allocation is made. Gillfillan observed that LSAA is paying its pledge in 3 years, well within the 5 year timeline the Board imposed.

Assistant Dean’s Report

Susan Barrick reported that although life memberships are increasing, LSAA membership percentages have declined from 21% in January 1999 to 16% in July 2002. She encouraged the Board to promote the fact that LSAA receives a larger revenue if alumni join LSAA by using the LSAA application as opposed to the UIAA's form. Barrick commented that the focus of this weekend's LEEP reunion (August 16-18) has centered on academic research rather than alumni issues. Barrick will lead a focus group on life after LEEP during the August 17 afternoon session but observed that most LEEP students have little affinity to UI, due to their electronic (as opposed to onsite) connection to the school.
Finally, Barrick also commented on the continuation of the GSLIS Dean search; the large class of incoming fall students; budget constraints on filling faculty positions; new alumni features on the website; and Prof. Ann Bishop's forthcoming social justice award from campus. Barrick will present the LSAA award winners with their awards over the course of the year, as none could attend the ALA reception.

New Business

President Linda Miller presented the Board with an IRS compliance requirement motion on which members voted. It reads: **Motion: As the Library School Alumni Association has been a constituent member of the University of Illinois Alumni Association for over a decade; as LSAA receives support solely from the University of Illinois Alumni Association; and as the LSAA at the time it joined the University of Illinois Alumni Association put stock assets into the hands of the UIAA and an endowed fund into the hands of the University of Illinois Foundation, I move that the Library School Association as it stood under an August 1930 determination letter from the IRS recognizing LSAA as exempt from federal income tax under section 101(6) of the Internal Revenue Code of 1939 (now section 501©(3) of the Internal Revenue Code of 1986) be dissolved.** Jean Koch made a motion to accept the motion as stated on the agenda (and above). Lisa Powell Williams seconded the motion and the motion passed.

Jean Koch led an item by item discussion of the proposed LSAA budget for fiscal year 2002-03 (see attached proposed budget). Koch mentioned that her allocation of $2000 under "membership dues" and $1,000 under "interest (CD's)" may be conservative estimates based on last year's revenue in these categories. The Board agreed to retain the figures. Under "student outreach," the Board agreed to reduce the allocation for "graduation reception" from $200 to $100. Under the same category, they changed "job fair" to "other" and increased the line item from $100 to $200. They agreed to discuss funding for the job fair after they received Dale Silver's forthcoming report. Barrick mentioned that she believed LSAA should monitor the budget for increases in membership and interest funds and that this money should be used to support LSAA's student and alumni outreach activities. She challenged members to think about projects that fit into the Foundation account guidelines. The Board reacted positively to Nancy Gillfillan's suggestion of an LSAA sponsored table discussion at the Illinois Library Association's meeting in 2003.

Nancy Gillfillan made a motion to approve the proposed budget as discussed with the addition that any additional income from membership dues revenue or CD interest could be directed to alumni and student outreach. Mary Ann Pohl seconded the motion and the motion passed. Linda Miller commented that the Board will monitor LSAA income quarterly to determine what additional funds are available.

Reception Committee Report

Susan Barrick provided an overview of the upcoming receptions: August 23, fall orientation; Sept. 26, ILA breakfast; Nov. 8, ISLMA reception in Chicago; Nov. 18 ASIS&T reception; Dec.
13, GSLIS holiday party. In addition, Barrick has tentative plans for alumni gatherings in St. Louis and Chicago in conjunction with development programming. A Homecoming event is not planned due to poor attendance in past years. Nancy Miller will determine whether the MidAmerica Association of Law Libraries meeting will be in Urbana in the fall as it would provide a good outreach opportunity. The Board agreed to support additional alumni gatherings.

President’s Agenda for 2002-03

Linda Miller outlined two initiatives for the coming year: continuing to increase both communication among alumni and increase LSAA visibility. Miller opened the floor for suggestions to accomplish these goals. Members commented that regional alumni gatherings were a wonderful outreach mechanism that made LSAA "tangible" to alumni. Barrick suggested that outreach to students as well as alumni should be a central goal. Increasing LSAA visibility outside of Illinois is difficult as ALA is the only avenue at present. Gillfillan suggested that LSAA signs in hotels at conferences would facilitate alumni abilities to connect with each other. Barrick suggested that LSAA could assist alumni conference attendees by identifying other alumni in attendance. This LSAA service could be used as a marketing tool.

Miller suggested that enhancing communication could involve updating the design of the LSAA website to bring it in line with the GSLIS site; continuing to include LSAA news in GSLIS mailings and e-updates; and continuing to update the alumni mailing lists and sending follow-up mailings after receptions. She suggested that LSAA could send congratulations to alumni who had received awards, etc. Members agreed that contacts that do not include donation requests generate positive feeling toward the school. Barrick mentioned that she sends similar notes to alumni on GSLIS letterhead. Linda Miller also stressed ways in which LSAA can continue to increase its visibility including: receptions, website, a new logo, student events, LSAA student representative, conferences, LSAA material in the GSLIS orientation packet, and LEEP mailings. Linda Miller will attend as many receptions as possible during her term as LSAA president.

Linda Miller appointed the following committees:

**Awards:** Roslyn Wylie, chair; Linda Smith; GSLIS Exec VP; Sally Duchow

**Budget and Finance:** Jean Koch, chair; Frankie Mosborg

**By-laws:** Nancy Brooks Miller, chair; Mary Ann Pohl

**Nominations:** Nancy Gillfillan, chair; Brenda Pacey; Mary Ann Pohl

**Receptions:** Susan Barrick, chair; Roslyn Wylie

**Communications and Membership:** Linda Miller, chair; Lisa Powell Williams; and Aleksandra Wlodarska.

Members accepted their nominations as listed.

Aleksandra (Lexy) Wlodarska informed members of programs and activities of the GSLIS student chapter of the Special Libraries Association. These programs include: a mentor/mentee program with special collections librarians with students interested in special libraries; a site visit program; an internship program; and a speakers program in which special librarians will be
brought to campus to address the student body. She invited LSAA members to participate in these programs and enhance their visibility among students.

The next LSAA meeting is scheduled for November 23, 2002. The Board tentatively agreed to hold a winter meeting via email or telephone and tentatively set a spring meeting for March 22, 2003. The meeting was adjourned at 12:50pm.