LSAA Board Meeting Minutes

Friday, August 24, 2007
10:00 a.m. – 2:15 p.m.
The Graduate School of Library and Information Science, Room 109
Champaign, Illinois

Attendees:
Board members: Mary Ellen Davis, Julie Derden, Jane Kauzlaric, Mary Jane Petrowski, Mike Ragen, Mary Wilkes Towner, Gwenn Weaver
Ex Officio: Diana Stroud, John Unsworth
Absent: Nanette Wargo Donohue, Terren Wein
Visitors: Lena Singer, Ellen Amberg
Staff: Patti Grove

I. Welcome/Outcomes/Agenda Approval
President Mary Ellen Davis called the meeting to order at 10:00 a.m. Davis reviewed the purpose of the meeting.

Action: The Board adopted the agenda without change.

II. Getting to Know You Exercise
Action: Board members interviewed each other and shared highlights about individuals with the group.

III. Orientation to the LSAA Board
Purpose
Stroud reviewed the purpose of the LSAA Board (Article III, Bylaws), noting that LSAA operates in partnership with the University of Illinois Alumni Association (UIAA) as an officially chartered constituent association. The UIAA was formed in 1873 and is one of the largest and oldest collegiate alumni associations. Going forward, LSAA, as a constituent group, may not continue to receive a portion of alumni membership dues from UIAA. This is one option being considered by UIAA as it looks to involve all alumni and would affect all constituent groups.

Recent Activities
Stroud reported on major Board activities (2002-2007) noting that the Board is in a transition period, seeking to undertake more meaningful and strategic projects. Recent projects include the annual membership meeting at the ALA Annual Conference, awards, bylaws update, and the successful LSAA alumni fellowship fundraising challenge.

Bylaws
Davis noted that the Bylaws were updated earlier this year to provide a broader framework for action. Board members were encouraged to become familiar with the document.
Budget
Towner noted that budget reports are available online. LSAA is one of the wealthier constituent groups in UIAA with funds in a University of Illinois Foundation endowment ($41K) as well as CDs ($33K), money market accounts ($66K) and ($5K), respectively. Given the difficulty of tracking and managing so many accounts, Towner suggested that some consolidation would be prudent. Towner noted that a new treasurer should be identified by April 2008 to provide overlap and continuity.

Action: It was agreed to continue the budget discussion later to review new developments.

Board Etiquette
The Board identified a number of expectations for members.

Action: Board members agreed to come prepared for meetings; work virtually between meetings; attend all meetings (by electronic means if necessary); take action on significant projects; respect all Board members; make sure that all voices are heard; serve as ambassadors for GSLIS, provide financial support (donations) to LSAA; serve as networking conduits.

Role of Board/Staff
GSLIS staff agreed to provide timely responses insofar as possible. Board members agreed to respect the constraints on staff time. A suggestion to upload Board documents to a secure online location was placed in the “parking lot” for further consideration.

IV. Approval of Past Minutes
Action: None taken.

New Business
Stroud reported on her recent meeting with the University of Illinois Alumni Association, noting that UIAA is no longer able to manage our “investment” funds. Although these funds were grandfathered in the past, this arrangement now presents auditing concerns so LSAA should move them into an endowment within the Foundation. Liquidating the funds (CDs, money market accounts) can be easily done, although some interest will be sacrificed if CDs are liquidated now.

V. Alternate Spring Break
Singer (MLS, August 07) reported on the success of a new program she successfully initiated with support from the Dean’s office. The program places students in a professional setting for one week (during spring break) allowing them to gain a greater understanding of various specialized library work environments. Some alumni are interested in providing housing for this project.

Discussion: Ragen offered to investigate LSTA funding.
Action: Since this project promotes the GSLIS program, it was placed in the “parking lot” for further discussion.
VI. University of Illinois Alumni Association
Amberg reported on recent alumni programs and new initiatives. The UIAA is exploring a new membership model, one that will recognize all alumni as members, with basic services and benefits. Under the new model, the UIAA would offer a tiered structure of benefits, services and recognition commensurate with different levels of voluntary, tax-deductible dues or gifts.

Discussion: There was brief discussion about the formation of LSAA regional chapters and whether such groups could be covered under the University’s liability insurance. The issue was raised but not resolved.

VII. Updates from Dean and Assistant Dean
Unsworth reviewed recent GSLIS activities, including new faculty hires, assignments, IMLS grants, projects, and facility issues. Stroud reported on various fundraising initiatives, noting that the current capital campaign goal for GSLIS had been raised from $9 million to $15 million, with $10 million currently in hand.

VIII. New Business
Discussion: Board members explored and considered various allocation formulas for the non-endowment funds (approximately $84K). The LSAA “historical endowment,” established in 1985, is intended to raise funds to support an endowed named professorship in GSLIS. GSLIS currently has no endowed professorships and it is estimated that in 2007, $500,000 would be needed to provide an endowed professorship and even this amount would not fund a full salary, but more likely be used for research assistants or partial salary. The Board discussed the pros and cons of adding to the established endowment when the value was so far from $500,000. Unsworth suggested that monies raised in the capital campaign could be used to bring the endowment up to $500,000.

Action: Raising money in support of an endowed professorship was placed on the list of potential projects.

Action: It was moved, seconded, and approved that LSAA investment funds currently held by the UIAA (CDs and money markets), be liquidated and dispersed as follows: $10,000 into the UIAA/GSLIS constituent account to support projects undertaken by the LSAA; additional funding to the University of Illinois Foundation LSAA endowment to bring the endowment to $100,000; and the remaining cash used to create a new endowment within the Foundation for the purpose of supporting the operations of the LSAA.

Stroud will work with the Foundation to set up the new endowed account.

IX. Meeting Dates for 2007-2008
Action: Agreed to have a conference call using the LEEP Moodle space to discuss projects before the next face-to-face meeting. Unsworth agreed to identify a date in September. Derden will compile a list of project ideas by August 31 and send to the list by Friday, September 7, 2007.
Future meetings:
Friday, December 7, 2007, Illini Center, 200 South Wacker Drive, Chicago.
Friday, April 18, 2008, Champaign, Illinois (location to be determined)

Stroud offered to provide basketball tickets for the Illini game at the United Center on December 8 for interested Board members.

**X. What Groups Need to be Formed to Carry Out the Work?**
Donohue will chair the Nominations Committee (per Bylaws, Article VIII). Derden will chair the Awards Committee. Student volunteers have been identified and will be invited to the next meeting. Budget will be determined after a project is decided on at the September meeting.

**XI. New Business**
Action: Approved a $500 reimbursement for Stroud in connection with travel costs incurred by an LSAA student award recipient. It was determined that these costs that could not be reimbursed by the Dean’s office.

**XII. Adjournment**
The meeting was adjourned at 2:15 p.m.

Revised and corrected 19 September 2007
Mary Jane Petrowski
Secretary