LSAA Board Meeting Minutes

August 2, 1997

The meeting was opened at 10:05 a.m.

Present were Barb Lintner, David Harber, Frances Roehm, Frankie Mosborg, Lionelle Elsesser, Gerry Schriefer, faculty liaison Terry Weech, Assistant Dean Susan Barrick, and student representative Julia Stumpff. David Micko joined us by speakerphone later in the meeting. Barb welcomed Lionelle Elsesser and Julia Stumpff to the board and asked them to introduce themselves. The meeting agenda was approved as presented.

MINUTES

On a motion by David Harber and seconded by Frances, the minutes were approved as submitted.

TREASURER'S REPORT

Frankie presented a preliminary treasurer's report and discussed various items within it. She explained that her report should match what comes in from the Alumni Association; however, that does not arrive until the end of August. The anticipated balance as of June 30, 1997, is $2436.49. MOTION: Lionelle moved, seconded by David Harber, that the Treasurer's Report be approved. Motion carried.

ASSISTANT DEAN'S REPORT

For the past six months, Dean Estabrook has been working on a plan to double the size of this building. Her target date for completion is August 1999. A partner in this project is ILCSO, who would like to share classrooms for training. They also hope to bring in the Center for Children's Books and the LIS Library. Fall admissions are right on target with 140 students. Of these, 37 are LEEP students and 10 are Fridays Only Students. There will be new courses offered in the Fall in the LEEP program. The LSAA received a $75 gift from Eloise Givens in memory of Ameillia Krieg, who received a BS degree in 1920 and from 1931 to 1941 was an assistant director and professor in the school. As a result of her article in the newsletter, Susan received 20 online requests for information about the mentoring program. She presently is working with 54 people who either are mentors or have agreed to be mentors but are not yet matched with students. Of these, 46 are Library School alums and 21 of the 46 are members of LSAA. Ten are lifetime members. MOTION: On a motion by Dave, seconded by Frances, the agenda was amended to allow us to go to Old Business at this time. David Micko joined us via conference call at this time. He now works for Greentree Financial Corporation. His business e-mail account has changed, but he still can be reached via dragon@gleeful.com.

OLD BUSINESS
Barb reported that the newsletter was extremely well-received. She recommended having a committee, made up of board members and/or other members of the organization, to work on the newsletter this year. MOTION: Frances moved, and David Harber seconded, that a committee be formed to work on the newsletter. It was suggested that this next issue should be a special issue because of the centennial. Barb will look for someone other than board members to do the newsletter. Following extensive discussion, the motion carried. Barb had suggested that we wait to update the brochure until Fall mainly because the Alumni Association so often changes its dues structure during the summer, making our brochures outdated. MOTION: Dave moved, seconded by Frances, that we revise the brochure. Distribution and the overall value of a brochure were discussed. Terry said that the mailing to the last two years' graduates was not successful; they got virtually no response. Lionelle suggested that it might be more economical to make an insert for the newsletter. Terry recommended a special membership drive as part of the centennial of the Library School Association. Lionelle asked if we have a special display for receptions, e.g., a portable tri-fold display. We do not, but the board agreed that this could be a viable idea. It could be constantly updated with pictures, letters, etc., and would create a presence for students. The vote on revising the brochure passed. It was suggested that we go with a different format for the brochure, such as a single sheet which can be folded as opposed to a tri-fold. MOTION: Dave Harber moved, seconded by Lionelle, that we explore the possibility of, and, if necessary, purchase a traveling display board. Motion carried. Frankie said that it could come from the Foundation Account if necessary. MOTION: Dave Harber moved that, if we find that we do not own one and cannot borrow one, we should allocate funds up to a maximum of $500 to buy a display board. Motion carried. Barb called for a discussion on revision of our Web site and a possible ListServ. Dave Harber has taken over the care of the Web site. Barb wanted to formalize this position and suggested forming a committee to oversee the Web site and a ListServ. David Micko suggested an Internet Committee to cover both. MOTION: Frances moved, David seconded, that we form an Internet Committee to look into marketing our association on the Web and to explore other ways to get the word out electronically. Motion carried. David Micko, David Harber, and Frances Roehm will serve on this committee. Dave Micko expressed his concern that the LSAA is not on the Library School's home page. He has had to some major surfing to find the Alumni Association. Susan Barrick indicated that any suggestions regarding links on the GSLIS Homepage should be sent to Leigh.

NEW BUSINESS

The first item under new business was receptions. Homecoming is October 25, and Susan and Julia plan to be there. Terry suggested that we need a presence at ISLMA, a state association for school librarians. Discussion centered on types of receptions we might sponsor, possible displays at receptions, and possible alternatives to the usual formal receptions. We will continue this discussion at our next meeting. This year we will continue what we have done in the past. The LSAA centennial, which will be celebrated in 1998, was discussed again at this meeting. MOTION: It was moved by Frankie, seconded by Dave Micko, that we set up a committee to explore ways to celebrate the centennial. Motion carried. Pat Stenstrom and Brenda Pacey will be
asked to serve on this committee, and Lionelle and Julia volunteered. Julia also will try to get students involved with this. Frances will represent the Board on the Nominating Committee. Dave Harber volunteered to serve on the Awards Committee.

AA CONSTITUENT LIAISON REPORT

Frankie reported that the UIUC and UIC Constituent Association Committees had met jointly on May 16, 1997. Duane Strunk, chairman of the Campus Review Committee, discussed the CRC's recommendation to the UIAA Board to freeze the membership dues of constituent groups who fail to submit an annual report, including a financial summary, until such time that the reports are filed and reviewed. This was unanimously approved by the UIAA Board at its meeting on May 17, 1997. The CRC also revised the constituent association minimum standards. Jane Henneman (LAW) was elected to replace Kathy Walker as a representative from the local campus to the UI AA Board. Frankie indicated that the AA has developed an alumni atlas, which is a guide to the traditions of the University of Illinois and the programs, services and benefits of the University of Illinois Alumni Association. She also has the names and addresses of the presidents of the 97 alumni clubs. She suggested that we may wish to use local alumni club contacts in making arrangements for receptions, etc. Two new groups have petitioned to become Constituent groups. One was from UIUC, the Department of Landscape Architecture. The other was the UIC College of Urban Planning & Public Affairs. Both were unanimously voted in at their meeting the following day. Frankie also distributed a list of requests for additional funds which had been made by the various constituent groups. It lists their suggested programs and the percentages of their requested funds which were allocated to them.

STAFF LIAISON REPORT

Terry reported that the constituent staff liaison group is now having monthly meetings and that Susan will be working with him on staff liaison activities in the future. The group meets in various departments, and he suggested that we offer to host a meeting sometime. The AA's "big push" is in celebrating the 125th anniversary of the Alumni Association. They have asked us to coordinate any centennial or historical activities with them. The annual meeting in San Francisco was successful with approximately 100 people in attendance. The Board was unanimously elected and all the LSAA Award recipients were present to receive their awards.

BUDGET

Terry distributed copies of a preliminary budget for the board to study and modify. Frankie handed out a comparison of expenditures from last year and this year and explained items on it. Following extensive discussion, the budget was revised as follows.

1998 DRAFT LSAA BUDGET

Newsletter............................................................. $3000
ALA Reception..................................................... $1700
Other Receptions ................................................. $ 400
(ILA, ISLMA, SLA, MLA, AALL, ASIS, Homecoming)
Student on-campus Recruitment.............................. $ 250
GSLIS Graduation....................................................$ 200
Awards.....................................................................$ 100
Diploma Inserts/Covers............................................$ 20
Membership Recruitment/Brochures and Letters
.............................................................................$ 900
(Includes request for $600 from Alumni Assoc.)
Stationary.............................................................. $ 150
Miscellaneous.........................................................$ 100
TOTAL........................................................................ $6820

MOTION: Dave moved, seconded by Lionelle, that we accept the budget as revised. Motion carried.

OTHER BUSINESS

We will ask the Alumni Association for $600 for centennial-oriented recruitment activities. This will include a portable display board and a student reception to enhance membership recruitment. Lionelle asked us to consider doing a strategic plan. Barb suggested that the agenda for our next meeting will include discussion of a long-range-plan. Since she has experience in long-range-planning, Lionelle offered to put together an overview of what this would involve. Julia wanted to clarify what she sees as her role as student representative. She sees herself passing-on information and promoting and publicizing the association. It was decided that she should summarize the meeting, then, after the draft minutes are out and she can verify her information, she can post it on the student bulletin board. Julia will share her summary with Barbara and Terry. It was suggested that we should post our minutes on the alumni board and the Web. David H. asked that the minutes reflect his opinion that the newsletter was exceptionally good and very professional. He said that Frankie is the best treasurer he has ever dealt with in any organization and that Gerry does a wonderful job with the minutes.

The next meeting will be held November 15 at 10:am.

The meeting was adjourned at 1:35 p.m.