

**ST. LOUIS MEDICAL LIBRARIANS
BOARD OF DIRECTORS MEETING
September 27, 2002
Minutes**

PRESENT: John Chesmelewski, Cheryle Cann, Ruth Lewis, Sandra Brenner, Marlene Pelton, Kim Lipsey, Georgianna Grant, Heidi Currie, and Maria Minowitz

The following documents were distributed to the board: Treasurer's Report, Governance Committee action plan and budget request, and SLML Strategic Plan.

The meeting was called to order by President John Chesmelewski.

Strategic Plan

Sandra Brenner gave the board a summary of the Strategic Planning Committee's work over the past year. This culminated in a two-page written draft that was distributed to the board. Sandra explained the mission, vision and values. There are two aspects of the mission: professional development and promoting the value of health science librarians.

The Strategic Plan has three major goals: professional development, advocacy and the organization. Strategies for professional development include assessing needs, offering a variety of learning opportunities, encouraging networking and mentoring, and collaborating with other professional organizations. It was suggested that the title of the Continuing Education/Program Committee should be changed to the Professional Development Committee to better reflect the goals of the Strategic Plan and the responsibilities of the Committee. The Committee will set up specific objectives to meet the goals of the Strategic Plan. Cheryle Cann suggested there be a discussion on how to approach overseeing the Professional Development Committee, perhaps with a third Member-At-Large.

The intention of the advocacy goal, Sandra said, was to define it. Advocacy strategies include the expansion of the SLML awards program and publicizing the accomplishments of those receiving awards. Suggestions included 1) recognizing vendors who have generously supported the organization; 2) developing awards for outstanding librarians who are SLML members, including entry level and mid-career individuals; and 3) developing an award for an outstanding library student at the University of Missouri-Columbia. Another advocacy strategy includes the recruitment and retention of qualified individuals to SLML and to the library profession. This would include an outreach program to library students at University of Missouri-Columbia.

The third goal, which relates to the organization, covers SLML operations and services and is similar to the previous strategic plan.

The issue of the lack of a SLML webmaster was brought up as part of the discussion of the committee's third goal: organization. SLML's web page needs to be moved to a new server. At present only one individual, who is no longer a member of SLML, can access the SLML web page. The Communication Committee will be charged with accomplishing that task. The SLML listserv is hosted separately from the web page on a different computer at Washington University. Cindy Fedders has agreed to continue to support the listserv.

Cheryle Cann stated that the Strategic Plan must be presented to the membership for approval. It can be submitted by direct e-mail rather than waiting for the Annual Business Meeting in the spring. President Chesmelewski will send out an e-mail to the membership asking for a vote on the Strategic Plan. Replies will go back to him for tallying. If there is a majority in favor, the plan will pass. Cheryle motioned that the board approve the draft of the Strategic Plan. Marlene Pelton seconded the motion and it was approved.

Cheryle questioned if there should be additional feedback opportunities from the membership about the Strategic Plan. Sandra said there had been a lot of discussion and comments at the past Annual Business Meeting, and that

the committee had used the membership's comments to revise the draft of the Strategic Plan that was submitted. President Chesmelewski motioned that the Strategic Plan be sent to the membership for a vote. Heidi Currie seconded the motion and it passed. Voting should be completed by mid-October.

Committee Reports

Governance: Cheryle Cann reported that Gabby Carrera and Barbara Halbrook were members of the committee to revise the by-laws of SLML once the new Strategic Plan is approved. Kim Lipsey offered her services on the committee as well. Cheryle welcomed any changes to the Procedures Manual.

Professional Development: Heidi Currie reported that Cathy Sarli and Carol Iglauer are helping on the committee. Ruth Lewis said that the budget for this committee has either broken even or shown a profit, and that the organization is not supposed to make money from its programs. She wanted to discuss spending some of the organization's funds on the membership. Saundra Brenner agreed and reminded the board that SLML's funds and profits from annual meetings had previously been designated for professional development of the membership. There was a suggestion to set up a scholarship for a student or to provide some funding for attendance at a professional meeting.

Archives: No report.

Membership: Georgianna Grant reported that Polly Cummings joined the Membership Committee. She said renewals would be out by October 25 and she would try to have the Membership Directory out by the beginning of January. There was discussion about whether to have the directory only in electronic format on the webpage, or to print it and hand it out to the membership. It was left up to Georgianna as to whether it would be printed or not.

Recognition and Awards: Phil Tilghman had said this would be his last year as chairman of this committee.

Nominating: Gabby Carrera is on this committee.

Communications: There is no Communications Committee chairperson. President Chesmelewski will approach Jackie Hittner, reference librarian at Pius XII Memorial Library at Saint Louis University, about serving in this capacity. Some of the issues facing the committee include investigating the cost of hosting the SLML webpage and securing a web address. Ruth Lewis suggested that the domain name SLML.org be purchased.

Treasurer: Ruth Lewis referred the board to the Treasurer's report. She said that there should be more signatures on file for the organization's bank account. She is going to post Treasurer forms on the webpage. There also needs to be reimbursement of postage charges incurred for banking.

Cheryle Cann moved that the meeting be adjourned and Heidi Currie seconded the motion. All voted in favor to adjourn the meeting. President Chesmelewski adjourned the meeting.

Maria Minowitz, Secretary