

ST. LOUIS MEDICAL LIBRARIANS
EXECUTIVE COMMITTEE MEETING
BOARD OF DIRECTORS MEETING
February 15, 2005
Minutes

PRESENT: Cheryle Cann, Liz Delfert, Georgiana Grant, Jackie Hittner, Mary Krieger, Carol Murray, and Maria Minowitz

Sufficient officers and board members were present to have an Executive Committee meeting.

President Jackie Hittner called the meeting to order.

Jackie commented that the officers' terms of office need to appear on the SLML web page. Liz Delfert, Communications Committee member, will go ahead and add the information. Jackie will get her the secretary and treasurer terms of office. It is believed they end in 2007.

Minutes from the January 18, 2005 board meeting were approved.

In the absence of Ellen Dickman, treasurer, the board agreed that SLML is still solvent.

Committee reports were submitted to the secretary by Communications, Continuing Education and Program, Governance, Nominating and Recognition and Awards.

Communications led by Russ Monika had no new activities to report.

Erin Ferguson, represented at the board meeting by Carol Murray, reported that invitations for the upcoming MLA teleconference "Partnering for Public Health: Information, Librarians and Public Health Workforce" have gone out to SLML, SLA, SLRLN, the Greater St. Louis Library Club and Public Health departments of St. Louis City and County, Children's Hospital, BJC and Washington University and SLU School of Public Health. The teleconference will be presented on March 9 at Becker Library. It is being co-hosted by Becker Medical Library. It is hoped that there will be a large and diverse turn-out.

Cheryle Cann, Governance Committee, reported the next meeting on the by-laws changes will be on March 15. The committee will discuss recommended changes that resulted from interviews with current officers and committee members.

Recognition and Awards Committee Chair Clara McLeod has contacted her committee members and alerted them about gathering information on past SLML award recipients and posting it on the web page. The committee will also be soliciting nominees for awards for the upcoming Annual Awards Luncheon. The committee will meet to develop a timetable for upcoming activities.

The bulk of the meeting concentrated on new business, specifically the issue of membership. Jackie is concerned about SLML membership and people not serving, whether for lack of time or the idea that they've served in the past and don't need to serve again. She gave a Powerpoint presentation to the board highlighting some ideas and concerns about service in SLML. There were also handout examples of welcome notes from Georgiana Grant, Membership Chair, and Mary Krieger, President-Elect. Jackie also shared a handwritten note sent to her as a welcome to MCMLA.

Some ideas that were presented included:

Being involved in SLML must be perceived as a benefit.

Looking at the mission statement -- it should be appropriate for the organization at the time, set standards of excellence and reflect high ideals, and be well articulated.

Is the Strategic Plan exciting to the members? Should it be not as big and more focused? Do members even know the Strategic Plan?

SLML has 85 members. At the next membership renewal, Jackie would like to gather statistics, such as age, number of librarians at the site, etc. She said members of different generations are motivated differently. Baby Boomers have a team-based approach; look for open, direct ways of doing things and answer questions thoroughly.

Gen Xers look for their own personal development rather than the organization's, find quicker and more efficient ways of working, like email as their primary communication tool, don't waste time and like short sound bites. To attract Gen Xers, talk about a cause, such as MCMLA 2006, reduce time demands and ask for short commitments with a high impact.

The question, Jackie said, is SLML must find out how to get the 85 members energized and willing to give of some of their time. Cheryle suggested the board collect some demographic information on the web page at the time of the election for officers. It could be a separate link not related to the vote.

Jackie also asked if the organizational structure is too big for the number of members? We may need to shrink the number of elected officers. Also need to spruce up the mission to offer "a true strategic direction, meaning and attachment." The board can also ask for feedback on members' experience in SLML.

Some ideas outlined to get volunteers included: identifying all the types of work available, managing volunteer transitions, recruit with a "one-to-one" philosophy, making a personal request for service. Attention and recognition are currencies that can be controlled in an organization. Volunteering can be presented as a professional development opportunity.

Tasks for SLML can be broken up into short team projects with personal invitations to members to participate. Committee chairs can send email welcomes. There can also be hand-written notes from the board welcoming or thanking people, as in the examples. Possibly the president-elect can send some out. There should also be a one-page duty list for positions put under Organizational Information on the web page.

Specific needs identified were: taking a demographic survey, asking how members would like to serve, and stipulating service to SLML every so many years. Carol said the Awards Luncheon would be a good venue to make this presentation. Jackie will email a form for positions to put the descriptions on the web. Georgiana and Liz will come up with questions on demographics and send them to the board via email for discussion. Cheryle said there is a dormant committee for strategic planning that can be activated.

In Old Business, there is a March 9 deadline for articles for the newsletter. Short articles on committee activities are being sought. Jackie reminded everyone to follow the rules – no two spaces after the periods. Liz will check to see if she has the dos and don'ts for submitting newsletter articles as a guide for all.

Go Daddy is a go for electronic payments. It was agreed that if it is more convenient for even one SLML member, it is worth a try.

There will be no board meetings in March or April. The next meeting will likely be May 6 or May 13, on a Friday.

There is no walk-through of the MCMLA 2006 hotel on February 25. It has been canceled. The new date will possibly be March 4.

Jackie adjourned the meeting.