

ST. LOUIS MEDICAL LIBRARIANS
Board of Directors Meeting
Executive Committee Meeting
February 21, 2006
Minutes

PRESENT: Mary Krieger, Cheryle Cann, Liz Delfert, Ellen Dickman, Georgiana Grant, Jackie Hittner, Kim Lipsey, Joan Miller, Russ Monika, Carol Murray, Jennifer Laat, Cathy Sarli, Marysue Schaffer, and Maria Minowitz

Distributed to the board was the agenda, proposed MCMLA charge list, preliminary MCMLA program and MCMLA timeline.

President Mary Krieger called the meeting to order.

Minutes from the November 2005 meeting were approved.

Jackie Hittner said the Nominating Committee will have a conference call in the coming week to find a president-elect for St. Louis Medical Librarians.

Treasurer Ellen Dickman said that SLML has two CDs that will mature in July. One is for \$5000 and the other \$1000

Carol Murray of the Continuing Education and Program Committee reported there will be a CE on March 3 at Becker Library on patient safety. She said the course is on DVD, however to get MLA credit, members must be present March 3. The DVD will be lent out; however MLA credits are not available for individual viewings. She said 15 have registered so far for the course.

Speakers have been lined up for the April Awards Luncheon, and they are Tim Brooks and Diane Gentile.

Jackie reported on MCMLA activities. The dates for the meeting have changed to Tuesday, Oct. 10 through Friday, Oct. 13. This is set in stone, no changes. Continuing Education courses will be offered on Tuesday and Wednesday and the meeting will be on Thursday and Friday. We are doing well time-wise with the preparations. We need to obtain electronic mailing lists for SLML, MCMLA and St. Louis SLA for sending announcements.

Programming for the meeting is close to being complete. Our biggest expense is approximately \$10,000 for food. Discussion then turned to the proposed charges for the meeting. Early bird registration by Sept. 1 is \$220 for MCMLA members. There will be no break for SLML membership; people will have to be MCMLA members. After Sept. 1 the cost is \$250. Non-MCMLA members pay \$250 by Sept. 1 and \$280 thereafter. Single day registration is \$100, and students pay \$75. Prices still need to be set for extra tickets, vendor and sponsor pricing.

A vote was then called for on prices for registration. Cheryle Cann expressed some hesitancy. She feels we are not charging enough to recoup the costs of the meeting. It was pointed out that the prices are going up 10 percent from the last two years' meetings. It is a reasonable increase because prices haven't been raised in the last two years. Joan Miller encouraged the board to forget about making money and just break even. The CEs may be a break even, though it was pointed out that a lot of SLML members who don't normally come to events will likely show up at the CEs and meeting.

Though it is hard to tell, it appears SLML may possibly make \$5000 to \$10,000 on the meeting. It was moved to accept the conference fees that were proposed as stated on the charge list. Motion was approved with opposition from Cheryle.

Other charges were then discussed. Price for Welcome Reception ticket is \$35. Luncheon ticket is \$25, and dinner is \$35. Russ Monika encouraged the board to push credit card payments via the web. There is a form to print and mail in for checks for registration on the web. There should not be a registration form on the brochure that gets mailed out. It should have the URL directing people to the form on the website. There was considerable debate on this point. It was urged not to put a place for credit card information on the mailing flyer – credit card payments must be taken on-line.

The board then watched a demo of Russ's MCMLA webpage. He said a registration ID is generated from the on-line form, and it can also be used for check payments. The URL for the webpage is SLML.org/MCMLA06/register/0/.

The board set the mailing date for the brochure for August 1. Registrations will be taken on-line after August 1.

Cathy Sarli, MCMLA Continuing Education Committee chair, asked for guidance from the board about a CE course. Julie Todaro has been invited to offer "Integrating Learning with Work: Designing the 21st Century Learning Library." She requires \$2500 of her \$4500 fee up front. The fee covers everything the class, materials, travel. After some discussion Cathy was asked to send out a description of the course and Todaro's CV.

Mary and Kim Lipsey set the sponsorship pricing for vendors with the board's help. Prices will be offered at four levels: \$500, \$750, \$1500, and \$2000. This will be for sponsorship or co-sponsorship of the receptions, luncheons, breaks and dinner. Kim will work on the form and share it with the board at the next meeting.

Mary set the next meeting for March 21 at 2 p.m. at Becker.

Meeting was adjourned.