



**Michigan Chapter SLA Board Meeting
Teleconference
September 21, 2010**

President Nathan Rupp called the meeting to order at 6:33 p.m.

1. Call to order: The meeting was called to order by President Nathan Rupp. In attendance were Karly Szczepkowski (President Elect), Joel Seewald (Secretary), Randy Dykhuis (Treasurer), Bryce Rudder (Bulletin Editor), Colleen Lyon (Membership Chair), and Ashley Patterson Smith (Web Master).

2. Minutes Review: No corrections. Bryce made a motion to accept the minutes and Karly seconded the motion.

3. President's Report:

- **Nominating Committee Information**

Nominating Committee – 3 members: Joe Anteau (CMS Energy), Paula Storm (Past President), Bryce Rudder (Chair last year and Chair again this year).

Board Positions Open – Secretary, Treasurer, Director, President-Elect

Nominating Procedure – A call for nominations will go out over the next few days.

The deadline for nominations will be within a couple of weeks. The committee will meet to consider nominations and draw up a tentative slate. Then the committee will contact nominees by phone (or other method) to determine the nominee's willingness to serve. Follow-up communication will confirm the nominee's invitation to the slate and to request biographical information/profile and recent photograph. (All of this is from the chapter's Recommended Practices.) The slate will be presented to members in the chapter's fall newsletter. If the slate includes more than one nominee for each position, a ballot will be sent to each member. Results of the election will be presented at the Annual Holiday Meeting.

- **Volunteer Positions** – We need to find out if people currently in volunteer positions wish to continue in their roles (Archivist, Bulletin Editor, Career Guidance, Membership, Public Relations, Webmaster, etc.). If not, we need to send out a request for volunteers for any open positions. Karly and Nathan will work on this.

- **Student Scholarship Awards** – Nathan will try to get the student scholarship applications out by the end of September. Question from the last meeting: Why were the scholarships given out at different times of the year? Answer: Chapter may have had CDs that matured at different times of the year. We don't have CDs now, so this isn't a problem anymore. However, UM and WSU have different processes for handling the scholarships. UM would like us to send the

check to the student; WSU requires us to send the check to them to apply to tuition (preferably a month or two before the semester starts). It's too late to get scholarships out this semester. We could get applications returned by the end of October and vote on a winner by Thanksgiving. This should give us enough time to satisfy WSU requirements. In the next couple of days, Nathan will write an announcement and application for board members to approve.

4. Treasurer's Report:

- No detailed report. More than \$14,000 in checking and approx. \$3,500 in savings. Randy will e-mail a more detailed report early next week.
- The check from AROQ (\$750) has been deposited. A small amount (a couple of hundred dollars) was spent towards the Midwest Chapters Open House at the SLA Annual Conference.

5. Membership Report:

- There is a total of 158 members – about 18 fewer than in May or June. (Around the beginning of 2009, membership was around 200.) There were three new members added in September; six members have not renewed their membership (this looks to be a trend over the last few months).
- Colleen sends e-mail and follow-up letter to lapsed members about upcoming events and a request to renew their membership. She would also like to include a link to a one-question survey about why they let their membership lapse. The board supports this idea. Colleen will create the survey and request comments from the board.

6. Director's Report:

- No report.

7. Program Report:

- September – 30 people attended the Michigan Opera Theatre library and archives tour. 16 people attended a no-host dinner afterwards.
- October 13 – A simultaneous bowling networking event at 6:30 p.m. at two sites: East Lansing and Taylor. Skype chat to the other location will be available. Only five people have signed up, so far. RSVP needed by October 6 because Taylor Lanes requires a one week notice for reservation. Pay for your own bowling and food.
- Late October/early November – Details not yet worked out, so no information is available, yet.
- November – (Most likely November 17 at Cranbrook.) This will be an instructional session covering ContentDM, possibly PastPerfect (this could be a virtual presentation), and also possibly FileMaker Pro or Archivist's Toolkit. There might be an optional tour of the Cranbrook archive before the program, too.
- December 6 – Annual Holiday party at Schoolcraft College in Livonia. Joe Anteau will coordinate the silent auction. A notice was sent to the e-mail list asking for donations for the silent auction.

8. Chapter Newsletter:

- A call for more articles should be going out.

9. Meeting Close – Bryce moved that the meeting be closed and Colleen seconded. Nathan adjourned the meeting at 7:01 p.m.

Respectfully submitted,
Joel Seewald, Secretary
September 28, 2010