

LIBRAS Executive Committee Meeting
Wheaton College
18 August, 2005

Present: Larry Wild, president; Ted Schwitzner, past president, Sally Anderson, vice-president; David Malone, treasurer; Jennifer Paliatka, secretary; Lisa Gonzalez, LIBRAS 40th Anniversary Committee representative

- 1) The meeting was called to order at 1:47pm and the minutes from the 16 June, 2005, Executive Committee Transition meeting were approved with the following corrections (amended language is in bold text):
 - *“Within thirty calendar days of a Directors Meeting, the unapproved draft minutes shall **be distributed via electronic means**. Directors and Executive Committee members shall have a period of **14** calendar days to review the minutes and propose corrections to the Secretary. If corrections are not proposed within the specified time period, the minutes will pass by consent. The Secretary and the Communications Director will have a period of 14 calendar days to make corrections and post approved minutes to the LIBRAS web site.”*
 - *“Within thirty calendar days of an Executive Meeting, the unapproved draft minutes shall **be distributed via electronic means**. Directors and Executive Committee members shall have a period of **14** calendar days to review the minutes and propose corrections to the Secretary. If corrections are not proposed within the specified time period, the minutes will pass by consent. The Secretary and the Communications Director will have a period of 14 calendar days to make corrections and post approved minutes to the LIBRAS web site.”*
- 2) Larry Wild informed the group that Scott Warner, Communications Director, is working part-time and suggested that a Co-Communications Director position be added. Ted Schwitzner suggested Ryan Williams of North Central for the position.
- 3) The officers discussed the possibility and implications of purchasing the libras.org domain name.
- 4) David Malone discussed changing LIBRAS’s Internet service provider to a less costly ISP by the end of 2005.
- 5) David Malone gave the treasurer’s report including the 2005-2006 budget (Appendix A). Hospitality charges, one of the greatest expenses, were discussed.

- 6) Ted Schwitzner reported that there were two professional development grants that had been submitted and, at the time of the meeting, no Research Grant applications has been submitted. If no Research Grants are submitted, the money will shift to the Pprofessional Development Grant fund. Larry Wild will be looking for LIBRAS support staff people for the Research Grant Committee.
- 7) Sally Anderson reported that:
 - a) The Fall and Spring Director's Meetings have been set for September 20th and March 19th respectively. Locations are to be announced.
 - b) For the Fall Program, Sally Anderson has asked Kathryn Deiss to present a program that will appeal to both librarians and support staff alike. The date has been set for November 1st. Location is to be announced.
 - c) Ideas, dates and locations are still being deliberated for the Spring Program.
- 8) Lisa Gonzalez, representative of the 40th Anniversary Committee, discussed some ideas for the LIBRAS 40th Anniversary Celebration. The merits of having a self-standing program/celebration were discussed. Ted Schwitzner discussed the idea of having an anniversary celebration in conjunction with IACRL.
- 9) Ted Schwitzner reminded Larry Wild to elicit nominations and appoint an Award Committee for the Mel George Award.
- 10) The meeting was adjourned at 4:18pm.

Respectfully submitted,

Jennifer Paliatka
Secretary

LIBRAS Budget for 2005-2006 Year

BUDGET

Income

Dues: \$8,500.00

Interest: \$50.00

TOTAL INCOME: \$8,550.00

EXPENSES

Continuing Education: \$3,000.00

Professional Development Grant: \$1,500.00

Research Grant: \$750.00

Conf.: LOEX, IACRL: \$2,500.00

Hospitality: \$2,500.00

Legislation: \$1,750.00

Miscellaneous: \$400.00

Programming: \$3,000.00

Public Relations: \$1,000.00

Communications Technology: \$1,600.00

Audit: \$500.00

TOTAL EXPENSES: \$18,500.00