

UUGI Executive Board
August 21, 2007
Conference Call

MINUTES

- I. Preliminaries: The meeting was called to order at 10:05 CDT by chair, Mark Andrews. Mark thanked everyone for their participation.

Present: Debby Conrad, Debbie Martin, David Slater, Merry Bortz, Carla Clark, Mark Andrews, Coleen Neary, Shawn Carraway, Michael Bowden, Lissa Potter and from CODI, Tammy Baker. Tammy was welcomed by the group.

Absent: No one was absent. Kristen Valyi-Hax and Rob Brown have resigned.

Carla moved & David seconded to approve the July 13th minutes as written. The minutes were approved unanimously.

The next meeting date/time will be set after Mark polls the committee. Target time period is mid-September. Mark will notify everyone of the date/time.

- II. Treasurer's report:

David reported a bank balance of \$42,580.52 in checking and \$10,169.37 in savings. He has an additional \$1,700 on hand to deposit and a bill from Survey Monkey for \$200 to pay.

168 UUGI membership assessments for 2007 have been received for \$16,800. There are 182 outstanding UUGI membership assessments remaining.

- III. Completed business:

Mark reported the items below have been completed. He felt it was good to realize that progress is being made.

- A. Form 990 filing.
- B. Nominating Committee (Coleen) – chair-elect results
- C. SuperConference 2007
- D. ALA meeting w/CODO (Carla, Debby and Mark) – report on meeting.
- E. Joint conference letter – okay to send letter to Tom Gates, copy CODI.
- F. SirsiDynix org chart request, - okay to send letter to Tom Gates, copy CODI. (Mark is still working with Tom Gates on this.)

- IV. Old business:

- A. Program Officers (Lissa and Michael) – SuperConference planning.
 - 1. SirsiDynix will pay for Michael's plane ticket – not first class! UUGI will pay for Lissa's plane ticket and other expenses Michael & Lissa have related to the Detroit site visit on September 24th and 25th. The walk through will be on the 25th. Mark will forward Steven Luchetti's pre-conference ideas.

2. The 09 contract for Dallas has been signed. Merry will post the Dallas info on the website.

B. By-laws Revision (Debbie)

Debbie will send a link to Google Docs to the UUGI exec committee to view the by-law revision suggestions that have been submitted so far by folks on the by-laws sub-committee. There are two documents: the original by-laws documents with some suggestions added in and another document with more extensive revisions. Exec members are asked to review the documents and get back to the group with thoughts and suggestions. Do we want to do a more complete revision or just focus on a few key areas of most concern at this time? We will discuss this at the next call. We also need to add a section relating to adding a new exec committee position of an elected overall forum moderator. (This position currently exists, but it is a volunteer position and the person is not a member of the exec committee.)

C. Ad-hoc Committees and projects: Mark has to follow up on documentation as reported during the July 07 call. Carla reported that at the LOUIS meeting Terry Jarnigan reported that SirsiDynix has new software for forums and enhancements and that they have hired a new web designer. No dates were mentioned on when these will be implemented. Shawn will ask what the "date" is and report back during the September call. The forum moderators are meeting with Berit on August 22nd and may hear more. Michael and Lissa are forum moderators so they will report back to the group if they can find out more information.

V. New Business:

A. Nominating Committee (Coleen): We have two current vacancies.

1. Member-at-Large Kristen Valyi-Hax has resigned due to job changes. Lissa moved & Michael seconded to appoint the runner-up to fill the remaining term after first confirming that the person is willing to serve. Coleen will check the records to see who the runner-up was. The motion passed unanimously.

2. 2009 conference liaison Rob Brown has resigned. This was a position appointed by then-chair Debby Conrad. (Carla is also a 2009 conference liaison.) Mark will see if Ranny Lacanienta would like to take Rob's place. Ranny has expressed a desire to become more involved in UUGI.

3. Mark will write formal thank you notes to Kristen and Rob.

B. Program Officers (Lissa and Michael):

Michael developed a web-based program submission form which was sent to the exec committee for review/comment. Everyone thought it was a great idea. It was agreed that requests for specific presenters could be sent to the program chairs directly and not put on the program forms for all to see. Some options to encourage new presenters were discussed, such as offering an additional first-time presenter discount. People are asked to think about this and be prepared to discuss it at the September call. The link/form to submit proposals or presentation ideas will be placed on the forums, listservs and on the web.

C. Ad-hoc Committees and Projects:

1. CODI, SD and UUGI need to be thinking of a name for the 09 joint conference. Think of ideas for the call next month.
2. Colleen Medling (CODI) invited Mark to their 08 conference, Nov. 7-9 in Pittsburg and to attend the 09 planning session.
3. A discussion was held on making the overall forum moderator an elected position and a voting member of the UUGI Exec Board. This was initially suggested by Debby and Lissa. In the meantime, the current overall forum moderator, Scott Thomas, will be asked to sit on the board as an ad-hoc, non-voting, member.

VI. Communications: No report this month.

VII. Chair's Report: Mark had nothing additional to report.

VIII. Action Items:

Lissa & Michael will get in touch with Natalie Palermo (pre-conference planning chair). Lissa & Michael will talk with Tom Gates while in Detroit and try to confirm who is doing what as far as the online conference registration/costs. Is there still anyone at SD to even work on these issues? CODI uses a version of Reg-online. Mark will write a memo to Tom and copy Lissa and Michael asking questions. (If UUGI needs to pay for registration software and fees to register attendees, then this expense needs to be built into the registration fees.) Mark will invite Tom to a portion of the next exec committee call to discuss these issues.

Meeting was adjourned at 9:57 AM CDT by chair, Mark Andrews.

Next call time will be sent electronically by Mark.

--Minutes respectfully submitted by Debbie Martin