

**UUGI Executive Board**  
**May 25, 2006**

**MINUTES**

- I. The meeting was called to order at 2:05 p.m. CST

Present: Debby Conrad, Debbie Martin, Holly Gordon, David Slater, Kristen Valyi-Hax, Natalie Palermo, Karen Albright

- II. 2007 Conference Planning Trip

The first choice for dates for the Conference Planning trip is July 24-26, 2006. The second choice will be the following week, July 31-August 2. Josh Ebaugh will be our Broadmoor contact during those dates. On July 24, we will meet for dinner. On July 25, we will have a morning meeting, a walkthrough the hotel, and another dinner together. On July 26, we will have a morning meeting with SirsiDynix staff, and then we will fly out in the afternoon.

There seems to be no difference in flight prices if we stay over the Saturday. All agreed that we could fly out on Monday. Karen will check with Tom to finalize the dates, and then she will confirm the dates. She will also take care of the block of rooms for our stay at the Doubletree. UUGI Executive Board members should not book flights until we hear from Karen.

Does the Doubletree have transportation to and from the airport? The Broadmoor has its own booth at the airport, so hopefully there will be transportation since the two hotels are run jointly.

- V. 2007 Conference Program

Natalie, Rob and Karen need to have a conference call to discuss a timeline for the presentations for the conference. Also, SirsiDynix needs to meet to discuss registration fees. We need to discuss lower fees, especially regarding meal fees.

Will we be using Reg-Online again? Karen said that she will know next week. We need to put some sort of confirmation on it so that we will know that the person is an UUGI member. CODI can do it, so we should be able too also.

We will be starting on Sunday again like last year's program did. Debby needs to have a call with Karen and Tom to discuss the the schedule.

Pre-conference, Carla's Questions: The UUGI Executive Board discussed questions that Carla had raised about the Pre-conference. First she wanted to know how many pre-conference sessions we would have. The Executive Board agreed that we would only have one or two. The topics will likely be Perl and SingleSearch. We might have them

run concurrently since they will probably have different audiences. It might be worth polling people on the listservs to gauge interest.

Do we plan to limit attendees? It will depend on the type of classes. A hands-on class may be problematic because we might have to rent the equipment. However, Debby pointed out that the cost can be passed along to the attendee. We do want to recover our costs as well as make a little bit of money.

Did we provide snacks and drinks this year? Yes, we provided water and coffee in the morning, and we had cookies in the afternoon. We could also build this into the cost of the pre-conference registration.

Will the pre-conference presenter qualify for a discount? The Executive Board agreed that the presenter should get a discount since it is a lot of work and the presenter may have to come a day early. Karen asked if UUGI ever considered an honorarium instead of a discount, and Debby and Holly noted that employees of many federal and state agencies are not allowed to accept an honorarium.

Does the pre-conference presenter have to pay the pre-conference fee? No, the presenter should not have to pay the fee.

### III. 2008 Conference

The recommendation from Pia is that UUGI select Detroit as the location for the 2008 SuperConference. Kansas City is not big enough, and attendees would be scattered all over downtown. The dates are good for the Detroit location, and the Executive Board liked the proposal. When the contract is signed, an announcement will be made. Debby would like for the announcement to be issued jointly from UUGI and SirsiDynix. Karen didn't think that this would be a problem.

### IV. 2009 Conference and Beyond

Jack, Eileen, Debby, and Pia will finalize the language of the agreement for a joint conference in 2009. Debby asked for permission to speak for the group and was granted it. We may see a partial drop in attendance due to the change in time of year and the size of the conference. The conference will be the first week in October. Pia thought that we could be under one roof. The general sessions would be geared towards both product lines and individual sessions would be tailored to each ILS.

### V. ALA

Doralyn Rossman has organized everything but will not be able to attend ALA. Natalie agreed to act as the UUGI representative to run the meeting. Debby asked for room and time information, and currently, the presentation will be held on Saturday at the Hilton

Riverside from 3:30 to 5:15 in the Oak Alley Room. Right before the UUGI presentation, SirsiDynix will present their Building Better Community award.

VI. Treasurer

David has got his computer and Quick Books set up. Jack is sending a box of information. David will get his auditor to review our books for \$400 or \$500. Also, due to complications, we can't do online banking.

VII. Web site

Jack sent a proposal to use X-Mission for \$35 per month. The Executive Board agreed to this. UUGI needs to send a letter asking SirsiDynix for the rights to the domain name uugi.org. Any bills should go to David, and we should have a sample site up in a couple of weeks.

VIII. Other

Karen asked about Regional User Groups. The Regional Users Groups usually contact SirsiDynix directly for SirsiDynix representation at these meetings. We would like to list these meetings on UUGI's web site. Some have already started scheduling joint meetings with CODI. The increase in meetings is making it more difficult for SirsiDynix to keep up with what is happening. UUGI will take a more active role in listing meetings.

IX. Next Call

The board was unsure of the next call date, but it was tentatively planned for June 29, 2006.

X. Adjournment

The meeting was adjourned at 3:10 p.m. CST