

UUGI Executive Board
October 9, 2007
Conference Call

MINUTES

- I. Preliminaries: The meeting was called to order at 11:03 CDT by chair-elect, Carla Clark.

Present: Debbie Martin, David Slater, Merry Bortz, Carla Clark, Coleen Neary, Shawn Carraway, Michael Bowden, Lissa Potter, Natalie Palermo, Ranny Lacanienta, Karen Eggert, Scott Thomas and from CODI, Tammy Baker. Carla welcomed Ranny (new 09 conference liaison, Karen (new member-at-large representative), Natalie (08 preconference chair) and Scott (forum moderator).

Absent: Debby Conrad and Mark Andrews.

Michael moved & David seconded to approve the August 21st minutes as written. The minutes were approved unanimously.

- II. Treasurer's report:

David reported a bank balance of approximately \$42,000 in checking and \$10,000 in savings. Recent bills paid were \$410 for Ranny's airfare and a \$250 ICM milestone payment. The Detroit expenses for Mike and Lissa are on the way. Membership renewals are still coming in and David indicated he would send a reminder soon.

- III. CODI representative Tammy Baker had no report for today.

- IV. Old business:

A. Program Officers (Lissa and Michael) – Detroit Site Visit

1. Lissa had previously submitted a Detroit site visit report via e-mail which was very thorough. This document will be posted to the UUGI website. Michael indicated transportation to/from the airport is very high. The taxis run on a meter. The sedans are more comfortable. Suggestions such as having a meeting point in each terminal to share rides will be discussed and then shared with the membership.
2. 29 session proposals have been submitted to-date. Most are for sharing sessions. The session information is due to SirsiDynix by March 7, 2008. Preconference session information is due to SirsiDynix by the end of December so they can calculate the conference cost and have this posted by early January. Reminders will be sent out for session proposals.
3. Registration issues were discussed. Will we use Reg-online again? Fees and expenses are fairly substantial with Reg-online. It is hard to determine a budget or to discuss monetary issues because the budget submitted by SirsiDynix was not correct. It indicated that non-UUGI members would pay less than UUGI members. It was agreed that we need a corrected budget from

SirsiDynix and then Mark and Dave should work with Tom and Pia to sort through it. We need to get the corrected budget figures right away. Michael will check with Pia to get an updated copy.

4. Executive track was discussed. It has been separate in the past and this is expected to continue. SirsiDynix may need to do reimbursements to UUGI for people only registering for the Executive Track due to Reg-online fees.
5. UUGI Preconference session and Sirsi pre-conference training issues were also discussed. These issues all need to be resolved with SirsiDynix.
6. The Marriott in Detroit does not want to do cafeteria style breakfast concessions. There are many inexpensive breakfast places within the hotel and nearby so this should not be an issue. Attendees may be able to purchase a debit card during the registration process if this would be of assistance.
7. Lunches will be sit-down instead of buffet. The menus have not yet been chosen. Pia is waiting to see about sponsored breaks which may offset some meal fees and allow for better meals.
8. It was decided to table the discussion of first-time presenter incentives until we have a more accurate budget to refer to.
9. Since SirsiDynix is providing the biggest part of the up-front budget for this conference they are still basically in charge. Members can suggest vendors they would like to see in attendance but SirsiDynix has the right of refusal. This also is true for formal conference presentations. They will likely not approve any that are in direct competition to their products. It was agreed that this was understandable. Perhaps there can be some informal “birds of a feather” sessions/meetings on topics of interest.

B. Pre-conference Planning (Natalie)

Natalie has had two topics forwarded to date. One is about external applications (OPAC add-ons). This one had a high % of people who indicated interest in attending. It is suggested as a ½ day session. The other topic is on Unicorn indexing and search retrieval. This one has about a 50/50 split on interest and is also suggested as a ½ day session. There had also been some interest on Oracle and/or API topics. We have a little more latitude in pre-conference sessions that might overlap with SirsiDynix products since it is not part of the main conference. It was agreed to do two ½ day sessions. Pia can give prices and the registration fees can be set. We will want these sessions to include breaks, but not lunch. They will both be on Saturday, April 5th. Natalie may send a survey of the top 5 choices and have people vote.

C. By-laws Committee (Debbie)

A discussion was held on whether we want a full by-laws revision or just a revision of some key areas of concern. Pros and cons of both approaches were discussed. A vote was held with 3 voting for a full revision (Coleen, Lissa and Michael) and 4 voting for key area revisions (Debbie, Carla, David and Karen). With a majority rule, Debbie will work on a draft incorporating the key area revisions and share this with the Exec committee for input.

D. Ask Sirsi-Dynix Discussion

After a discussion, it was decided to leave well enough alone concerning this session and the format. Michael suggested, and others agreed, that we could use part of the business meeting to get feedback from members about SD issues and concerns.

E. Client Care Site Redesign, Changes to Web Forum...

Scott indicated that the time to submit forum proposals has been changed to the spring. Karen Albright at SD is not being replaced. There is now no one between the forum moderators and Berit at SD. There will be liaisons from SD. SD is waiting for the changes from the Dynix merger to move forward. The new client care site is supposed to be in beta soon or perhaps already.

V New Business: Michael suggested that Carla and Mark set up a meeting with Vista at the Detroit conference.

Meeting was adjourned at 12:30 PM CDT by Carla Clark.

Next call time was not yet determined.

--Minutes respectfully submitted by Debbie Martin