NAHSL Executive Board Meeting- Minutes – December 9 -10a.m.-3:00p.m.

Present: Kathy Stemmer Frumento, Linda Kaczmarczyk, Lori Bradshaw, Sally Gore, Cynthia Stewart, Len Levin, James Craig, Ellen Brassil, Jeannine Gluck, Valori Banfi, Javier Crespo, Robin Devin, Lynn Sette (recording)

Approval of the minutes – minutes approved for Oct. 31 meeting.

Topic/Committee	Person Responsible	Status/Discussion	Action
Called to order 10:12			
Officer's Reports			
Chair	Kathy	 Conference Report – Annual Meeting Report at the Mohegan Sun in October. Feedback – best hotel, too much food? and good programming. 98% liked the lightening presentations better than the posters. All time high of 34 exhibitors, 177 attendees. 12 members requested refunds. Conference survey results attached with report. Some discussion of the MLA and NLM updates at the conference. Perhaps alternative format for next year's conference. 	
		Anyone interested in the final reports of the conference committee chairs?	
		From conference - should exhibitor passes be allowed to people not attending the conference?	Kathy will add to the conference binder as well as notes from the hand-off meeting.
		Report attached.	Think about this – we can discuss at a later meeting.
Treasurer	Linda	Total account balance 37,557.31 Report attached. Proposed budget for 2012 attached. Budget proposed – projected loss 20,335.00. Kathy thanked Linda for her 3 years and hard work as treasurer.	NOTE: CRTL y to repeat previous action in Word - good tip from Jeannine.

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	Responsible		
		Availability of paying by credit card at the conference for exhibitors, sponsors and attendees. PayPal fee .31 per every \$10. Difficult for the treasurer and membership chair to use PayPal since the statement makes it difficult to match payment and credit card user.	Kathy, Lori and Cindy will investigate use of PayPal to simplify the process and to explore other means of payment. Also, they will check with MLA about how they accept payment. Len will check with Chapter Council.
Past-Chair /Nominating	Janet Cowen	No report	
NAHSL Chair Elect 2012	Sally Gore		
Conference Chair 2012	Cindy Stewart	 Plenary speakers are set. Sunday night reception at Simon Pierce glassblowers ⁽ⁱ⁾ Monday night dinner at the Woodstock Inn. Looking for entertainment currently. Website in process. 	
		Conference fees? Increase, no increase since 2009.	Fees for conference will not increase (\$215.00 member).
Incoming Conference Chair 2013	Ann Fladger	Len reported that the 2013 Conference will be at the Seacrest, Hyannis, MA. Reception in Woods Hole, Falmouth MA October 26- 28 <u>www.seacrestbeachhotel.com</u>	Kathy will invite Ann to attend the next meeting. Kathy will announce the Incoming Conference Chair 2013 Ann Fladger to membership.
Chapter Council	Len Levin	Upcoming MLA meeting news: Chapter council roundtables – each chapter can sponsor new MLA members or first time attendees. Should NAHSL sponsor? Price? Number to sponsor? MLA will make it easier to process these requests via online form. Perhaps a goal for this year – interaction with MLA and the	

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		upcoming meeting in Boston (2013).	
Committee Reports			
Archives	Jim Craig	No report	
Bylaws	Ellen Brassil	Revisions needed for the Executive Board Handbook as a result of Bylaw changes. Report outlines these changes.	The EB voted to accept these changes to the Executive Board Handbook.
Education/CE	Jeannine Gluck	 71 class registrations at the annual meeting CE classes. Estimated income 3,900 with expenses 3,803.97. Jim Craig and Robert Joven agreed to join the CE committee. Jeannine bought up the possibility of funding members of the CE committee to travel to the annual CE meeting usually in January. Kathy proposed those people traveling over 150 miles one way, will be granted up to \$100.00 allowance to cover lodging expenses for the following EB committees: Education and Finance once-a-year. In addition to mileage reimbursement. Report attached. 	EB voted to accept this proposal.
Government Relations	Susan Mahnken	No report.	
Marketing		Need marketing chair.	Anyone know someone who is interested?
Membership	Valori Banfi	Should we protect our membership list to "outsiders" (vendors or exhibitors)? Right now anyone can access information on the NAHSL website. Report attached.	Decision made to just leave it as is. Do not make an effort to protect our membership list.
Professional Development	Alison Clapp	No report.	
Electronic Communication	Sally Gore	Form for Paypal needs to be revised. Sally is working on this.	
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Goal Brainstorming 1) Realign our CE classes to better meet the needs of our members.		rduny	1) Realign our CE classes to better meet the needs of our members.	

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		 2) Preparing the association for "succession planning". Perhaps mentor a new member. Who should the focus be? Someone new to the profession as opposed to students entering the profession. Should we have small gathering at local restaurants? Meet up? Roundtable at a conference to gather new members. Involve allied health programs and nursing. ALA has a new health sciences section for academic librarians. Should our CE be more focused on education? Should we have a Welcome Packet to introduce new librarians to the professional association? A mug, gift certificate to Starbucks, paid membership for the year. Colored ribbons at conference. 	Jim will send Kathy information about mentoring. Kathy will draft text for welcome letter. Start formulating 2 packets: welcome packet and new member packet.
MLA in Boston		What is the chapter's role? Right now only 1 responsibility – Chapter Chair welcomes attendees at first plenary session. NAHSL members could be part of local arrangements. Should we send out notice to NAHSL members to volunteer to help?	Len and Kathy will send a joint letter to NAHSL members.
		March 10, June 15, Contember 14 2012	
Future Meetings		March 16, June 15, September 14 2012	
Adjourned at 2:48			