

PNC/MLA Board Meeting, August 17, 2010

Start Time: 1:00 PM Pacific	End Time: 3:04 PM Pacific
Location: Web Meeting using WebEx PNC/MLA Website Bylaws MAP	
Members Present:	
Noelle Stello, Chair	Todd Hannon, Chapter Council Alternate
Sally Bremner, Membership Secretary	Kathy Murray, Past Chair
Judith Hayes, Treasurer	Leilani St. Anna, Ex-Officio as Chair, Publications Cte.
Valerie Lawrence, Recording Secretary	Laurel Egan, Chair Elect
Rose Relevo, Chapter Council Representative	
Members Absent:	

Agenda Item	By	Discussion	Follow-up/Action	Responsibility/Deadline
I. Call to Order	Noelle			
II. Review and approve minutes of Board meeting of June 9, 2010		Rose moved to approved as amended; seconded by Todd. Approved unanimously.	Post final minutes to Board Google Group website Post final minutes to Chapter website	Val Leilani
III. Additions to the Agenda		No additions.		

IV. Executive Board Reports				
a) Treasurer's Report				
i) 2010 Budget, revised	Judith Hayes	<p>There is a projected loss in the proposed budget. Judith has made some revisions and removed some items to limit this loss to approximately \$2500 and maintain fiscal responsibility to the Chapter.</p> <p>Some reasons for the shortfall – Board meeting expenses are higher this year than last; the February meeting was longer, and projected Board expenses for Chapter meeting in October are higher. Membership dues have never covered operating expenses; the profit from the annual meeting has always filled out the remainder of Chapter expenses. Because the annual meeting last year lost money, the budget shortfall is more apparent.</p> <p>The following funds were decreased in the proposed 2010 budget: the Group Purchasing Consultant position; the Scholarship fund; and the Marketing development fund.</p>		
ii) Budget concerns	Board	Board discussed the need to re-examine funding sources and income/expense streams in consideration of the programs and projects the Chapter wishes to fund, compared to the available income.	Post the revised budget to the Google Groups site so the Board can do an in-depth analysis of Chapter income and expenses, and begin to develop a more accurate projection of income	Judith / August 18 – Board members to examine budget in preparation for October Board meeting

			versus expenses	
b) Membership Committee	Sally Bremner	See report. The committee is discussing ways to reach out to attract new members as well as ways to gather news for posting on the membership blog.		
V. Committee Reports				
a) Annual Meeting Update	Todd Hannon	Registration opened August 2 and so far 50 people have registered. Sponsorship income thus far is less than last year's. CE courses are finalized. The group discussed ideas about the one-hour research information session proposed for the Chapter meeting, and ways to tailor the session to meet the general objective of promoting research by librarians.		
b) Group Purchasing	Pam Spickelmeier	Committee met in mid-July regarding the survey tool, which is tested and ready to go as of today. Survey will be up for 3 weeks; survey results need to be analyzed in time for Board to discuss at Annual meeting within the Board and with the Chapter.	Message to HLIB promoting the survey	Pam in collaboration with Pat Devine / Friday August 20
c) Nominating and Elections	Kathy Murray	Slate is almost prepared; each of the open positions has a candidate.		
VI. Old Business				
a) Treasury data from Archives?	Leilani St. Anna	Leilani has gathered data from previous years and posted to the Chapter website.		
b) Review of changes to Responsibility				

Manual				
i) Progress of updates		Updates are slow in coming.		
ii) Professional Development's role in selecting scholarship awardees		Judith feels as Treasurer that the way scholarship applications are reviewed and scholarships are selected is working, and there's no need to burden the Professional Development Committee with that task.	Email Chris; notify Leilani when done Update Responsibility Manual to reflect current reality.	Noelle Leilani
c) Promotion/ advocacy "mini-grant" status	Kathy Murray	These need to be deferred given the state of the Chapter treasury. Possibly revisit in October to see if there is an opportunity to fund them in 2011.	Place on October agenda	Noelle
d) 2009 meeting final report		The 2009 Meeting report has been posted to the Google Groups site. This topic has been extensively discussed by the Board and members see no need to discuss it further.		
e) Stationery / Post cards	Sally Bremner	Sally has made some prototypes and they are on the Google Groups website.	Post the Publisher file and see whether members are able to use it.	Sally
VII. New Business				
a) Bylaws changes procedure	Noelle	Jan Schueller inquired via email about the procedure for changing the bylaws, following a question she received from MLA regarding the types of information (specifically membership categories) contained in our Chapter Bylaws versus a Procedures Manual. The	Continue discussion at October meeting; add to agenda.	Noelle

		<p>process for making changes in a Procedure Manual would be much less protracted than that for changing information in the Chapter Bylaws.</p> <p>There may be a need for a few more specific rules in the Chapter bylaws to address changing needs. We may want to model our membership categories after the MLA categories.</p>		
b) Technology Committee next project?		Shelved; question will be posted on the Google Groups website.		
VIII. Adjourn		Moved by Leilani and seconded by Rose to adjourn. Unanimously agreed; meeting adjourned.		
The August 17, 2010 meeting was adjourned at 3:04 pm Pacific Time. Val will post the minutes to the Board Google Group website.				