MLGSCA Business Meeting
Friday, January 22, 2016, 3:00 pm – 4:00pm, PST
NCNMLG/MLGSCA Joint Meeting 2016, Palo Alto, CA
Stanford University, Li Ka Shing Conference Center, Berg Hall B/C

Call to Order:  Meeting called to order by Danielle Linden at 3:05 pm, PST

Attendance: Danielle Linden (President), Sunny McGowan (Secretary), Adele Dobry (Membership), Kelli Hines (Web/Blog), Kathleen Carlson (Past Pres, Nominating), Annie Thompson (Chap Council Rep), Syndi Abrahamsen, Andrea Lynch, Melissa Johnson, Bethany Myers, Jennifer Dinalo, Rikke Ogawa, Kevin Pardon, Angela Murrell, Nita Mailander, Cynthia L. Henderson, Bredny Rodriguez

**Approval of Minutes: Business Meeting, MLA Austin, TX, May 18, 2015
No corrections.

Motion to approve: Rikke Ogawa
Second: Cynthia L. Henderson

Announcements
Meeting with the NCNMLG’s Executive Board after the MLG Business meeting has been canceled.

Officer, Committee & Other Reports
Membership – (Co-chair, Adele Dobry)
In 2015 there were 201 members. As of January 15, 2016 there are 115 members (90 regular, 10 retirees, and 15 students). If members have not renewed yet, they have until March 1st to renew to be able to vote in the upcoming election.
The new registration platform Wild Apricot replaced CVENT. Please go in to update your profile, if needed. The terms for using SurveyMonkey has changed and is now restricted to one user per account. The MLGSCA account will expire in May. Membership will contact those who have used the platform to export/print their surveys if possible.
MLGSCA members joined CLA members for happy hour events in August 2015. Locations included Pasadena, South Bay, San Diego, West LA and Orange County. Danielle attended the Orange County location said that it was great to mingle with public librarians.

Treasurer (Sue Espe) – report given by Danielle Linden
See attached documents distributed at the meeting:
  • Treasurer’s report - 1st quarter (July – Sept 2015)
  • Treasurer’s report - Location of Assets (October 16, 2015)
Initially, there was some trouble with accessing the Vanguard account.
In the BofA checking account there was $18,502 at the end of September 2015. As of December 2015, we are at $18,886.68

Chapter Council Representative – Annie Thompson
The Chapter poster will once again be displayed at MLA 2016, Toronto, Ontario, Canada.
Future sites for MLA conferences are Seattle for 2017, Atlanta for 2018, and Chicago for 2019, Portland for 2020 and Washington DC for 2021. Since the next MLA annual meeting will be held in Seattle there will be no Joint Meeting, however MLG will host the next Joint Meeting for 2018.
Awards (Chair, Laura Stubblefield) – report given by Danielle Linden
Bethany Weinberg was nominated by Jeanette Duffels for the MLGSCA Outstanding Health Sciences Paraprofessional of the Year Award for 2015. Danielle Linden presented the award to Bethany at West Coast University.
Tiffany Moxham and Kathleen Carlson received the Professional Development Award for 2015. Committee needs nominations for the Louise Darling Award by February 15. The deadline for the Professional Development Award is also on February 15.
Committee will work with Membership and Web/Blog on generating a list of retirees to post on the MLGSCA website.

Nominating – Kathleen Carlson
Committee was able to drum up eligible members to run for office. The list of members will need to be approved by the AC. March 1st is when membership can vote, and they’ll be given 2 weeks to do so.

Professional Issues (Chair, Andrea Harrow) – report given by Danielle Linden and Bredny Rodriguez (Committee member)
SJSU enquired about promoting the chapter to students. A letter was sent to library schools in California and Arizona offering free membership to students. Recently, the committee has e-mailed the invitation on Jan. 12, 2016 to the 5 library schools.
Currently working with Web/Blog and Membership committee to update the Professional Issues page and the mentoring form. Also, “Diversity and Inclusion” was suggested by Kate Corcoran at MLA to add as an area of expertise.
Committee is suggesting to MLA that AHIP points should be awarded to those who mentor. Also, there were issues with pairing mentors with their protégés. Past experiences have shown that relationships between the mentor and mentees dwindle. According to some mentors at the business meeting, the mentees often get busy and do not follow up after the initial contact.
Some suggestions brought up from members of the business meeting include:
- Set-up a formal meet-up
- Create a guideline for mentors to follow just like how AHIP documents what mentors have done.
- Offer various type of communication methods: e-mail, phone, in-person
- MLA’s Colleague Connections brought about connection with the mentor and mentee. We need to define the expectation of the relationship.
- Request the RML to add Midday at the Oasis session on mentoring – how to be a good mentor/mentee, elements of successful mentoring relationships, etc.

Research (Chair, Deb Schneider) – report given by Danielle Linden
The committee submitted a Research page to the Web/Blog committee in December. Committee will send out requests for applicants for research funding in the late spring of 2016.

Web/Blog – Kelli Hines
Conducted a survey and found there were 94 followers to MLG on Twitter, and 81 likes on Facebook. Will conduct a needs assessment to see what members will like to see on the website/blog.
Phillip Garcia is no longer the Webmaster as he has left the medical librarianship profession.
Committee will continue to update the website/blog every couple of weeks to disseminate info about the chapter.

Archivist (Marsha Kmec) – report given by Danielle Linden
MLG website has old MLG documents uploaded that Marsha had accumulated over the years. Marsha will reach out to other chapters to find out what they are saving and what they are throwing out.
There needs to be some sort of electronic means of archiving MLG documents rather than keeping copies in storage.

**Old Business**
- Bookkeeper was hired in July 2015. Lori Gray will be working with Sue Espe (Treasurer) to create and update financial reporting. The rate for the bookkeeper is $20/hr with the max of $200 per month.
- New membership software is now Wild Apricot. It replaced CVENT.
- The new MLA platform Socius is already being used by the Sections and SIGs but the idea of allowing the Chapters to come on board is still up in the air.
- MLGSCA Strategic Plan has been put on hold. It is not mandatory for chapters this year.
- MLG/NCN merger update: MLG AC created a Task Force and Julie Kwan drafted how the merger would take place. Initially, there will be dual leadership and dual bylaws. It will create a lot of work for the chapters, however NCN Exec wants to be absorbed by MLG. Need a follow up discussion with both chapter execs.

**New Business**
MLA 2016 will be held in Toronto, Ontario, Canada. Those who will be attending, please get/update passport and say that you will be traveling to Canada for an educational conference. Do not mention anything having to do attending the conference for work.

**Other announcements**
It has been suggested that membership should be contacted regularly to archive their surveys in SurveyMonkey so they do not lose important information when it gets canceled in May.

**Documents Distributed for Meeting**
- MLGSCA Business Meeting Agenda
- MLGSCA Business Meeting minutes from MLA Austin, TX, May 18, 2015
- Treasurer’s report - 1st quarter (July – Sept 2015)
- Treasurer’s report - Location of Assets (October 16, 2015)

**Adjournment: 4:20 pm**

Motion to adjourn: Kathleen Carlson  
Second: Danielle Linden