MLGSCA Business Meeting
at the MLGSCA/NCNMLG Joint Meeting
Thursday, February 24, 2011, 3:30-4:30pm
Parc 55 Hotel, San Francisco, CA

In Attendance: Rebecca Birr, Emily Brennan, Paul Camp, Kathleen Carlson, Alan Carr, Amy Chatfield, Janet Crum, Molly Harrington, Marcia Henry, Deborah Klein, Marsha Kmec, Judy Kraemer, Danielle Linden, Irene Lovas, Andrea Lynch, Lisa Marks, Rikke Ogawa, Eileen Wakiji, Mary White, Jin Wu.

Call to Order, Welcome & Introductions
Meeting called to order by E Wakiji at 3:53pm.

Approval of agenda: agenda approved

Approval of minutes: October 25, 2010 minutes will be approved electronically

Officer, Committee & Other Reports
President (E Wakiji)
MegaMeeting already used for CE and business meetings. Since MLGSCA is the first MLA Chapter to use MegaMeeting, R Birr, L Marks and E Wakiji participated in a conference call with Julia Shaw-Kokot (Chapter Council Chair), wrote an article for the MLA News Chapter Council Column; presented the poster “Professional Development Opportunities for ALL: Using MLA's MegaMeeting” at this Joint Meeting, and made submission for 2010 MLA Chapter Project of the Year award (for MLGSCA’s use of MegaMeeting).

There were no paraprofessional scholarship nominees for this award. At the August 6, 2010 AC Budget Meeting, the AC voted to not have 2012 Joint Meeting because MLA is in Seattle next year; we have already let NCNMLG know. We will investigate other options and put out call to membership. The AC has been updating our bylaws. Mary White, Chair of Government Relations/Bylaws, will email everyone about changes but first they must be approved by MLA.

Treasurer (M Harrington)
M Harrington will send report to listserv.

Blog (K Carlson)
It is the second year in blog format. We have had many blog post requests from NCNMLG. New columns include: Tech Bytes; Newbies; Hot off the Press. D Klein suggested that we post minutes, treasurer’s reports, etc. Have not had payment for advertising since September 2009 (B Johnson, Chair of Public Relations Committee is aware). On the Joint Meeting A.C. Meeting agenda R Johnson states that advertisers are committed to paying for advertising. Blog Committee wants to take advertising down and put ads on MLGSCA homepage. MLGSCA used to make $1000 per year from ads.

CE/Program (R Birr)
For the fall 2010 CE program, “Getting Magnetized: Search and Service Strategies for Nursing Excellence
Instructor” by Joy Kennedy, there were 10 attendees in CA, 9 in AZ, and 16 via MegaMeeting. MegaMeeting received good feedback. The spring CE program,” Gaining Leadership Skills without Formally Supervising People” by Natalie Reed, will be on April 8.

Finance (D Klein, co-chair)
Financial review (not full audit) by CPA is still in process; report due soon. Historically MLGSCA has been wealthy because of coupon program, but when we discontinued coupons we lost the interest gathered off the coupon money, plus interest rates fell. It is good business practice to have outside review by CPA. M Harrington has been in contact with CPA but they have not starting interviewing appropriate chapter members yet and are now busy because of tax season so review may take a few months longer to finish.

Membership (D Linden)
Chapter now uses Cvent rather than Acteva. As of February, the 2011 membership includes 131 renewing members, 3 new, 12 students and 5 retired. 25 contributed to scholarships. Registration open until Fall CE so people can join to get membership price for CE and new people can use their “free CE” coupon. Last year’s membership included 172 renewing members, 19 new, 34 students and 8 retired; 35 contributed to scholarships. MLGSCA election is beginning of March so reminder will be emailed soon. Ballot has to be announced 30 days before Spring Business meeting on April 6.

Nominating (L Marks)
L Marks announced the 2011-2012 MLGSCA election candidates:
- President-Elect: Emily Brennan, Leslie Shell
- Secretary: Amy Chatfield, Janet Crum
- Treasurer: Elisa Cortez, Sheila Hoffstetter
- MLGSCA Nominating Committee: Paul Bielman, Molly Harrington, Andrea Harrow, Judy Kraemer
- MLGSCA Nominee to MLA Nominating Committee: Melissa Just

Thanks to Nominating Committee for putting together candidates. Ballot will be emailed to membership next week.

Public Relations (E Wakiji for R Johnson)
R Johnson has vendors committed for blog ads. E Wakiji will suggest paper invoices.

Web (A Lynch)
Jin Wu is the assistant webmaster. Also on the committee are Marcia Henry, Frances Chu and Lisa Federer. This is Andrea's last year as chair of Web Committee. Chair is open to anyone next year; hopefully J Wu will take over as chair if no one else is interested. A Lynch wants to transfer to a WordPress site with a template for each section so that committees can update their own sections. L Federer and Lynn Boyden will find students for usability testing.

Archivist (M Kmec)
No report.

New Business
Discussion on how the chapter should make money. We make money through membership, CE, advertisements, investments…but that is still not enough. Membership fees will eventually increase but our chapter already has the second most expensive membership fees. MLGSCA has more money than other chapters but we have to look to the future. Quarterly treasures reports are very transparent (Bank of America
$12k; Vanguard $122K). We slashed expenses at August 2010’s AC Budget Meeting. Food is a big cost at Joint Meetings. NCNMLG has an investment committee.

**Announcements; MLA Committee Reports**

A Lynch has no report as MLGSCA Chapter Rep Alt. MLA Elections Committee has no report.

Kathleen Carlson said that NCNMLG and MLA NAHRS (Nursing & Allied Health Research Section) are starting scholarships in honor of recently deceased MLA member Locke Morrisey. E Wakiji proposed that we contribute to scholarships and everyone agreed.

Opportunity to be incoming NAHRS Representative to MLA Section Council. Also, ALA is always looking for medical librarians’ opinions, resource sharing, ILL.

J Kraemer announced that because Parks Medical Library (Long Beach Memorial Medical Center) is moving into a smaller space, she and Charles Hobbs will have material that need home libraries otherwise it will be recycled. She will send a list of such material to MLGSCA listservs. L Marks said that Operation Medical Libraries may want materials.

R Ogawa motions for adjournment; L Marks seconds. Adjourned by E Wakiji at 4:40pm.

*Respectfully submitted by Emily Brennan, MLGSCA Secretary*