

SAINT LOUIS REGIONAL LIBRARY NETWORK

MINUTES AUGUST 5, 2011

St. Louis Regional Library Network Meeting
August 5, 2011
MLNC Offices, Ballwin, MO 1:30 P.M.

In attendance: Cherie LeMay, Barb Edwards, Tom Cooper, Peggy Ridlen, Betty Murr, Tracy Byerly, Keith Gaertner, and Michelle Schmitt.

- The meeting was called to order at 9:38 a.m.
- The minutes of the May meeting were approved as written.
Motion: Betty Murr Second: Tom Cooper
- The treasurer's report was presented and discussed. All of the transfers of financial records from Bernyce to MLNC have been completed. The signature forms for Commerce are being signed. All of our state and federal financial forms have been filed.
- Insurance – Keith has been working on getting insurance quotes. We will need to purchase both general liability and Directors and Officers Liability insurance.
- Membership Data – Tracey reported that MLNC is building a new membership database. There are some questions about what constitutes a membership (i.e. the Archdiocese schools, community colleges.) We may need to look at our bylaws to determine membership definitions. Tracy is going to give us the list of current members, and council members may contact libraries that are not on the list to encourage them to join.
- InfoPass and Directory – Tracy told us that we can add InfoPass to the membership directory. We discussed the rules of regulations of InfoPass. Tracy mentioned that we did not contract MLNC for these services. Cherie suggested that the directory become a dynamic piece of the website. Betty suggested that we have a smaller committee look at this.
- We are going to form a bylaws task force and a directory task force..
- Tom Cooper suggested we pay for web design.
- Council voted to approve \$1500 for marketing budget in FY 2011-2012. Part of this will be spent to order promotional materials to hand out at upcoming workshop. After discussion we voted to purchase 250 post-it pads (there is an offer of purchase 250, get 250 free) and 250 pens: blue ink. This is different from the e-mail discussion earlier in the month, which concluded we should buy markers instead of pens. Motion Edwards, second Ridlen, approved.
- There was discussion of an October workshop featuring Karen Robinson talking about marketing. We need to pin down that date quickly, especially since October is a busy month with other library events, and decide a venue. We talked also of how to solicit information from attendees: informational tables, a poll, perhaps done over telephones.

- We discussed task forces to begin work on two crucial aspects of SLRLN's mission: our By-laws and our membership structure. Connected to the membership structure is the Directory. Edwards, Murr and LeMay volunteered to work on By-laws. Cooper volunteered to work on Membership/Directory Task Force, while Schmitt and Wakely were 'volunteered.' Tepe and Byerly will be *ex-officio* members of both task forces.
- Murr asked about next spring's Tech Expo, and offered to host at the new Spencer Road Branch of St. Charles City-County Library. All agreed this was a swell idea.
- Murr moved to adjourn, Ridlen seconded, and the meeting adjourned at 11:20.

Michelle Schmitt