

June 7, 2006

MN-IACLEA Board Meeting Minutes

Members attending:

Bemidji State University - Erle Steigauf
College of St. Benedict - Darren Swanson
College of St. Benedict - Jim Schumann
Gustavus Adolphus College - Ray Thrower
Minneapolis Community & Technical College - Curt Schmidt
MN State University – Mankato - Suzanne Dugan
MN State University – Mankato - Joel Jensen
North Central University - Mike Cappelli
North Central University - Joshua Urlaub
St. John's University - Shawn Vierzba
St. Olaf College - Fred Behr
St. Olaf College - Mark Murphy
St. Olaf College - Chad Christiansen
University of St. Thomas - Mike Barrett
University of St. Thomas - Carl Sorensen

Meeting was called to order at 0955 hrs by President, Mike Barrett

- Barrett went over the meeting held on April 13th and Furman's resignation.
- Barrett's Future Goal: communicate better with the membership. An example would be the changing of the meeting dates for this meeting.
- Jim Schumann is working on website:
 - Schumann has a person working on the website and hopefully it will be done by end of month.
 - The web site is hosted on a server with Giant web space.
 - The website costs approximately \$200.00 for 2 years.
- Budget subcommittee goals:
 1. Better coordination of expenses for the meetings.
 2. Prompt billing for dues and meetings expenses.
 - a. The bills are sent in an excel spread sheet—if you can't open the spreadsheet, email Schumann back.
 3. Schumann will be sending everyone a hard copy this time besides the spreadsheet.
 4. A suggestion was made to make the excel spreadsheet a PDF. Schumann noted that the spreadsheet was in excel so everyone could make changes if they added members, etc.
 5. Barrett requested that the subcommittee be part of Treasurer's report.
- Treasurer Report: \$125.24 in checking per April statement.
 1. Since that statement, Schumann deposited \$200.00.
 2. MNIaclea took a loan from IACLEA for \$1200 to cover costs at the regional which needs to be paid back by July 2006.
 3. Schumann has the state tax exemption forms that President needs to sign—they were not signed last year.
- Old business: None

- New Business:
 1. Fred Behr suggested that of the four meetings, the June meeting should be a mini-conference where we can bring officers to expand our membership. To do this, we need to have solid programming, and vendors that will make it worthwhile for the officers to attend.
 2. Question: For the June meeting, should we move it?
 - a. Membership decided that we keep it early in June, such as this week but on a Thurs/Fri instead.
 - b. Meetings to start at 1000 hrs on first day and 0900 hrs on second day.
 3. 2006-07 Meetings:
 - October 26 & 27 at Hinckley
 - Jan 18th at St Olaf (1000 hrs)
 - April 5th at Gustavus (1000 hrs)
 - May 30th,31st, June 1st or (June 7 & 8 if it opens up) at Hinckley
 -
 4. Programming: 90-120 minutes. Send any ideas to John Pack and Mike Barrett
 5. Consistent Mailing address for the organization.
 - a. Mailbox Etc.: \$15 a month for small box, \$20 a month for a medium box. They need a deposit to start and will deduct from that as they forward mail. Mike Cappelli and Jim Schumann will be working on that.
 6. Communications: How do we improve that? Post cards, email, etc.

***Sara please send out committee membership chair and members lists to entire membership*

7. Vendor Membership: Curt Schmidt is finishing the vendor sign up form. Members should handout the form to all your vendors and encourage them to join.

- Membership Elections:

Second Vice President:

Secretary: Sara Mulso is willing to continue if no one else wants it.

Treasurer: Schumann is willing to continue if no one else wants it.

- Motion made to postpone and email elections for second VP. A slate will be prepared and elections will be held by email within 2 weeks. Motion passed.

Nominations for second VP should be communicated to John Pack ASAP. Pack will send out the ballot slate.

Motion to nominate Schumann for Treasurer, Sara Mulso for Secretary and close nominations. All in favor. Motion passed.

Secretary and Treasurer term will end in 2008.

Meeting ended at 1042 hrs.