

WLA Support Staff and Circulation Services Section

Board Meeting Minutes

Wednesday, January 16, 2019

11:00 a.m.

GoToMeeting

I. Call to order

- The meeting was called to order at 11:03.

II. Roll call

- Present: Paula Stanton, Brendan Faherty, Chris Kalupa, Cynthia Arauz, Katie Ganser
- Excused: Jen Cook, Sam Vogel

III. Approval of minutes from last meeting

- Minutes approved.

IV. Open Issues

- 2018 SSCS Conference – May 23, 2019
 - Location
 - Conference will be in Eau Claire at Chippewa Valley Technical College. A site visit will be planned for late March or Early April.
 - Paula plans to advertise the conference to libraries in Minnesota to attract more attendees.
 - Group would like to add a question about carpooling to the registration form as a way to attract users from the Eastern part of the state. Chris will be the contact person for attendees who want to carpool.
 - Budget
 - The full budget is available in dropbox. The conference goal is to make \$4500.
 - The fee for attending the conference will stay the same (\$60 for members, \$100 for non-members).
 - Sponsorships
 - Jen will reach out to UW-Madison and UW-Milwaukee.
 - Paula will ask IFLS and Brendan will ask SCLS.
 - Catering
 - There is only one catering company that CVTC allows to cater. Prices are higher than was initially budgeted, so group agreed that the afternoon snack can be cut. Will check to see if we can bring our own beverages and coolers.
 - Keynote/Theme
 - There is no budget for a keynote speaker. Paula will be asking Jill Markgraf to be our keynote.
 - Theme of “Help Yourself” was decided with a focus on self-care, time management, and other healthy work strategies.
 - Programs/Speakers

- Paula will send a draft of the call for proposals email and Cynthia will edit and send to MemberClicks.
- Deadline for submissions will be March 29.
- Registration
 - Paula will ask Hannah or Brigitte to have the online registration form up and running. Will also be in touch about a block of rooms for conference attendees.
- Paralibrarian Award
 - Brendan will send out a call for award nominations at the beginning of February.
 - Award will be presented at SSCS conference, and the winner will be honored at the WLA awards and honors event as well. WLA conference fee is included as part of the winner's reward.

V. Other

VI. Next Meeting

- Paula will send out a doodle poll to determine the next meeting date.

VII. Adjournment

- The meeting was adjourned at 11:44.