

**Colorado Council of Medical Librarians
Annual Operating Plan**

2006/2007 Annual Operating Plan

GOAL ONE: Optimize cooperation and communication among CCML members

Objectives:

Maintain accurate membership information by regular updates of the database (Membership Committee)

Alert members to changes in the Membership Directory through Council Quotes (Membership Committee)

Publish the CCML membership directory in electronic format on the web site (Internet Committee, Membership Committee)

Recognize long-standing CCML members in Council Quotes (Membership Committee, CQ Editor)

Maintain a budget report on the web site (Treasurer, Internet Committee)

Maintain electronic access to the Journal Locator (Journal Locator Committee)

Determine whether institutional membership in CCML or written guidelines or agreements are needed to ensure fair use of CCML members' ILL services. (Library Cooperation Task Force)

Foster networking by allocating time for interpersonal communication at regular meetings. (President-Elect)

Post CCML information on the web site in a timely manner. (Internet Committee)

Recognize the achievements of CCML members through the Marla Graber Award for Excellence and Achievement. (Marla Graber Award Committee)

GOAL TWO: Strengthen affiliations between CCML and affiliated groups

Objectives:

Participate in plans for Colleague Connection events. (President, Colleague Connection Liaison)

Maintain relationship with CAL Marketing Committee (CCML Representative to the committee)

Promote volunteer and mentoring opportunities in CCML Libraries with University of Denver and Emporia University library program students (Membership Committee)

GOAL THREE: Respond to the educational and professional needs of CCML members

Objectives:

Sponsor at least one MLA credit course for the CCML Membership (Education Committee)

Coordinate programs of interest to CCML members at the membership meetings (Education Committee, President-Elect)

Maintain an education page of the CCML web site, including continuing education information (Education Committee, Internet Committee)

Promote CCML's Professional Development Fund to the membership (Education Committee, Internet Committee)

Continue to acquire and weed materials for the Isabelle T. Anderson Collection according to guidelines (Education Committee)

Maintain an I.T.A. Collection Recent Acquisitions web page. (Education Committee, Internet Committee)

Provide book reviews of selected titles for the I.T.A. Collection (Education Committee)

Raise the members' awareness of legislative issues affecting libraries (Executive Committee, Advocacy Task Force, Members)

Promote the value of library and health information professionals in the provision of knowledge-based information (Executive Committee, Advocacy Task Force, members)

GOAL FOUR: Maintain an effective organization

Objectives:

Prepare and present a slate of 2006/2007 officers consisting of President-Elect, Secretary and Treasurer (Nominating Committee)

Conduct the annual membership renewal (Membership Committee)

Recruit new members using a variety of methods, including marketing CCML to library professionals and Colorado library school students, and advertising CCML CE events to same (Membership and Education Committees)

Review CCML's bylaws and mission statement and present recommended changes to the membership prior to a call for approval at the annual meeting (Past President, Executive Committee)

Review and update position descriptions and handbooks for CCML officers and committee chairs (Executive Committee)

Support and encourage Special Interest Groups created by CCML members (Executive Committee, members)

Reorganize the CCML web site to improve viability and ease of use for current and future web editors. (Internet Committee)