

Approved Minutes

In Attendance:

- Stephanie Wiegand, President
- Deb Weaver, President-Elect
- Sara Katsh, Secretary & Library Cooperation Committee Chair
- Lynda Lillwitz, Treasurer
- Lilian Hoffecker, Bylaws Committee Chair
- Melissa Kovac, Debra Taylor, Membership Committee Co-Chairs
- Shandra Protzko, Nominating Committee Chair
- Debra Miller, Internet Committee Chair & Web Editor
- Dana Abbey, Consumer Health SIG Convener
- Frank Ames, Colleague Connection liaison
- Rosalind Dudden
- Margaret Bandy
- Julie Silverman

Call to Order: The meeting was called to order at 8:33 am.

Lynda distributed copies of the CCML budget. Roz suggested that each Treasurer's report include CD information.

Discussion of changing fiscal year to July 1 - June 30. Current FY is April 1 - March 31, which results in annual meeting costs being split between two years.

Discussion of how much to keep in emergency funds. Margaret shared an e-mail from Ray Naegele, Director, Financial and Administrative Services, MLA, which gave various approaches to reserves. After a discussion of essential vs non-essential line items in the budget, it was concluded that a minimum reserve (checking account baseline) of \$4,000 would be appropriate and would cover essential expenses (which now total \$4,273). We average \$3,800 per year in expenses, so are on target. The funds would be used when projected expenses exceed cash on hand.

Agreement that CCML should have a balanced budget every year.

Discussion of decreasing membership (currently at 67 paid members). The Membership Committee offered to call lapsed members to encourage them to re-join.

Discussion of fundraising approaches. How to raise money from vendors, how to give them opportunities to donate in addition to the annual meeting. One idea was an annual letter to vendors offering the option of sponsoring one meeting per year. Other funding sources could include foundations, other organizations, friends group, ads on the website, institutional memberships, opening member directory to vendors. Briefly discussed fundraising task force.

Alternatively, President-Elect could provide a list of vendors, organizations, etc., for the next P-E to work from.

Adjournment: Meeting was adjourned at 10:35 am.