

**MILEX Committee Meeting**  
**Friday 2/17/06**  
**1 p.m. – 3 p.m.**  
**Salisbury University**

**Present:** Sarah Crest (TU); Jessame Ferguson (UMBC); Stephen Ford (Salisbury); Sean Henry (FSU); Uta Hussong (UMBC); Beth Mulherrin (UMUC); Simmona Simmons-Hodo (UMBC)

Conference Discussion

- TU secretary will handle conference registration/funds, but...
- ...do we proceed with conference in spring or postpone until summer/fall?
  - Ensuing discussion included comments that presenters were lined up but keynote speaker backed out; Computers in Libraries pre-conference scheduled on that Wednesday; as this will be our first public MILEX event, we should wait until site and promotional materials are polished – want to make a good first impression; if we postpone until fall it was noted that similar fall conferences have been well attended
  - General consensus was that the conference be postponed until fall 2006
- Will this be an annual event and advertised as such?
- Have fall conference materials ready for August 1, and try to get materials into new faculty orientation packets
- Beth noted that UMUC Center for Teaching & Learning would put conference info up on their website

MILEX Money

- Discussions about conference registration and holding events and paying for website hosting once again brought up the issue of money and the possible need for a treasurer; need following questions answered:
  - How do we claim non-profit status? Who signs bank sig cards?
  - Simmona will investigate and report back on CALD – how do they operate? Can we attach to them?
  - Stephen will investigate and report back on linking (via website) Paypal to bank account
  - Sarah C. investigated association with USM foundations to handle monies – no longer an option given rules/regs changes for foundations
  - Sean will share info that he gathers as he explores partnering his library with FSU foundation and the ability to “make a gift” to library via PayPal form
  - General consensus that nominal dues are necessary to cover basic expenses (event promotion/hosting, website hosting, website domain registration)
    - Membership ~\$25
    - Dues renew on July 1
    - Member benefit – reduced conference registration

- Comp dues if new members join between April – July, but pay full event price
- Sarah C. still has list of BIG members and will contact for MILEX
- Uta has volunteered to serve as treasurer
- So that we can get website registered and repay Stephen (he already purchased domain names), core MILEX members will pay dues now (\$25). Make checks payable to Uta and send them to her at UMBC. She will email address info to list.

#### Meeting Schedule

- Friday increasingly not working for members
- March meeting – \*\*\*bring calendars to plan ahead; bring info on campus intersession dates / academic calendar\*\*\*
- May meeting: Annapolis
- Proposal by Sarah C. that we skip meeting at beginning of semesters to avoid instruction period
  - Schedule would be: Sept (SKIP); Oct (meet late in month); Feb (SKIP); March (meet late in month)

#### Interim MILEX program

- Discussed interest in holding an interim program (especially with conference being postponed to fall)
- Program suggestion - New members meeting with speaker
- Program suggestion- “Meet MILEX” – brainstorm session for projects of interest and issues to address in upcoming year
- Advertise program at MLA (poster session)
- Develop MILEX calling card (based on brochure graphics) with backside containing meeting date/time
- Promotional blurb in CRAB
- Means website needs to be ready by MLA

#### Other Business

- Suggestion that we have an “Ask Us” (we are the MD info lit experts) section on website; one person responsible for monitoring traffic and forwarding questions to appropriate member to respond
- Answer within 32-48 hours
- Stephen has volunteered (again?) to be webmaster once Tami has site finished
- In lieu of elections at this point, open call for volunteers to contribute in any capacity

Submitted by Uta Hussong, 02/21/06