

MILEX Committee Meeting
Friday 12/16/05
10 a.m. – 12 p.m.
Towson University

Present: Sarah Crest (TU); Jessame Ferguson (UMBC); Lucy Holman Rector (UB); Stephen Ford (Salisbury); Tami Smith (UB); Robernette Smith (CSU); Sean Henry (FSU); Uta Hussong (UMBC)

Spring Conference Discussion

- Sarah C. showed mockup of MILEX trifold conference brochure; similar brochure will be used for registration (will be available as print/mail pdf on website)
- Keynote address by Nancy Shapiro (not yet definite; Luz Mangurian possible alternate)
- Market conference as coming from MILEX, not out of library
- Registration is \$25 (covers lunch, folders, misc foods); UMBC covering parking; Linda Durkos (UMBC) handling registration and funds (payment by personal check only)
- Setup will be done by MILEX (unless we get good response and have funds to pay campus setup fee)
- Registration cap is 45 attendees (may have no-shows and/or half-day attendees); cancellation threshold is 15
- No weather-related contingency plans due to mid-spring date

Website discussion

- Keep logo with outer ring (minus black border as doesn't show up)
- Restate full org name in banner; can add slogan later (several suggestions offered but still up for consideration – send submissions to list)
- Content pages (have ready for Jan meeting):
 - Welcome: Sarah/Sara
 - History: Uta
 - Purpose/Mission, Join (link to Uta as list owner and Sara for Web Tyco?): Lucy
- IL Resources: regional, national and member-institution links
- Roster/Contact info: active members only with name, position, institution, email, phone; post by institution
- Archive: website will become org repository, with pre-June 05 documents on non-public links
- Documents will be posted in pdf format
- “News” box on front page
- Submit library or campus photos to Tami (will provide size specs)

- Discussion about independent hosting of site vs. hosting on institution site generated majority support for independent hosting: branding, stability, maintenance all given as reasons to not to go with institution-hosted site
- Stephen to report back on hosting options and purchase of domain name
- Independent hosting of site will ongoing expenses; conference/event revenues anticipated sufficient to cover expenses
- Issue of revenue generation gets back to affiliation decision: who will handle money? Need to revisit affiliation issue

Other business:

- Sarah C. confirmed that we are set for poster session at MLA.
- Uta will handle change to listserv name; several alert emails will go out before change goes into effect
- Next meeting: January 13, 2006 at UMBC, 9:00 – 11:00 a.m. (email Uta for parking permit by January 4th)

Submitted by Uta Hussong, 12/19/05