

**UUGI Executive Board**  
**May 31, 2007**  
**Conference Call**

**MINUTES**

I. Preliminaries: The meeting was called to order at 9:30 CST by Holly Gordon.

Present: Debby Conrad, Debbie Martin, David Slater, Rob Brown, Carla Clark, Lissa Potter, Mark Andrews, Coleen Neary, Michael Bowden, Holly Gordon, Sean Carroway, Coleen Neary, Lebron Miles, and Kathryn Dilworth.

Minutes from April 23rd were approved by all present after a motion by Lissa.

A preliminary discussion was held about the need for some UUGI Executive Committee members to go to ALA on June 23rd to meet with CODI. Lebron indicated that SirsiDynix (SD) had extra rooms in their block that UUGI could pay for if desired since most rooms were already booked for ALA. This topic was discussed further later in the meeting.

Changes at SD: Lebron indicated that SD has personnel & privacy issues concerning departed staff members. He suggested that the UUGI Exec Comm submit a formal request to SD through him with whatever types of information they would like to have addressed by SD. Rob suggested that SD could post lists of SD staff and their responsibilities on the client care site so sites could look at this list to determine who at SD now handles different functions. Mike will draft a request letter to SD and send it to the Exec Comm for review.

Lebron introduced Kathryn Dilworth who is the new user group liaison. Berit's group is taking over the enhancement forum duties.

II. 2007 Closeout – Rob indicated that all 2007 info had been sent to SD. Lebron said he would check but he thought it had all been received.

2008 SuperConference (Detroit) – A discussion was held on what to do if sites that did not have contracts for or were not active Unicorn customers wanted attend the 2008 UUGI SuperConference. This has not been allowed in the past. It would not benefit CODI, UUGI or SD to allow non-Unicorn customers to attend so it was agreed to not allow this. The registration form will ask what ILS attendees use.

Lissa & Michael will make a site visit. Since Lissa is no longer local to Detroit UUGI will pick up her transportation. SD agreed previously to cover Michael's transportation. Rooms will be comped. This will probably occur in Sept. 07.

It was decided to approach SD libraries in the Detroit area to assist with local arrangements and registration desk staffing, with input & help from Lissa and Kristen. Detroit Public and other libraries in the area were mentioned.

It was decided to wait until after ALA to discuss budget preliminaries for the Detroit conference. Costs were lower last year due to having a conference planner.

- III. The 2009 Joint Conference and Relations with CODI sections of the agenda were discussed together.

Due to a projected low attendance and potential for a huge financial liability, CODI would like to move their fall 2008 conference to the spring of 2009 and to have that be the combined UUGI/CODI conference (instead of fall 2009). The fall 2008 CODI conference was slated for the Adams Mark hotel in Dallas. The hotel has agreed that they can handle and have availability to host a joint 2009 spring conference. They will require a large deposit up front to secure this however. CODI met previously with SD execs to see if SD would be willing to front this fee up front. The conference fees would be used to recoup this fee. Lebron thought the answer was yes to this question but would check. After a discussion, most people felt it would be win/win to move the joint conference to spring in Dallas. A contract had not yet been signed for Orlando for Nov. 09. There could be some CODI liability to Pia since she would not now have the fall 08 CODI revenue. Carla will ask Pia to send the committee more info on the Adams Mark conference facilities. Carla has sent the committee some info yesterday. If further discussions on 09 can wait until ALA these issues will be discussed in person with CODI officers at that time.

(At this point Lebron & Kathryn left the call.)

It was agreed that UUGI needs to send officers to have face time with CODI officers at ALA. Holly, Mark & Debby will check their schedules. The main date for the meetings would be Saturday, June 23<sup>rd</sup>. UUGI will cover the fees. SD has the hotel rooms that UUGI can pay for if needed. SD also has meeting space available. Holly, Mark & Debby will touch base by phone at 10:30 CST on June 6<sup>th</sup> to try to firm up plans. Holly will notify Colleen Medling that the 3 UUGI officers would like to meet with 3 CODI officers. She will also see when CODI needs a firm commitment on Dallas.

A discussion was held on who should pay the upfront fees for the 2009 conference. Most people felt that while SD would probably have to be asked to provide the majority of the fees, CODI & UUGI should probably provide some of the fees as well. It was also mentioned that it would probably be more of a combined group than originally expected by 2009. We need to work toward a combined merger of the groups but not under the terms of just one group.

- VI. Treasurer's Report – David reported a balance of approximately \$39,000 in the treasury. He does have one invoice to pay from Orlando of around \$600. He is working on the IRS forms and the input provided by Mark.

Meeting concluded at 10:50 CST

Next call was scheduled for Tuesday, June 12<sup>th</sup> at 10 AM CST since many agenda items were not discussed today and there are lots of pending issues. Colleen N. will be asked if she can arrange the call again.

Minutes respectfully submitted by Debbie Martin