

UUGI Executive Board
November 30, 2006

MINUTES

I. The meeting was called to order at 2:05 p.m. CST

Present: Debby Conrad, Debbie Martin, David Slater, Kristen Valyi-Hax, Natalie Palermo, Rob Brown, Colleen Neary, Carla Clark

II. Update on 2007 SuperConference

Debby forwarded spreadsheets from Karen showing the registrants for the conference and the pre-conferences. We have 267 people signed up so far. Quite a few people who have signed up are not UUGI members, and Dave has e-mailed them. Debby will talk to LeBron about the extra money from the registration from non-UUGI members. Debby also wants to make sure that Executive Track attendees are not getting in to the Users' Conference for a cheaper price.

UUGI is not sure yet about the printing costs for the pre-conference. UUGI is currently projecting being \$272 in the black with the current registration numbers, so anything beyond those numbers will increase that. Debby will send out another reminder about the pre-conferences.

Dave will post an UUGI member list on the UUGI site. He will not include contact names or phone numbers, and he will create it on a PDF file so it is not indexed.

Natalie will slot the programs on Friday. She has e-mailed the Power Point template to presenters, and she has the FAQ from Karen.

Emma will be the only SirsiDynix employee at the registration desk. Debby asked Debbie Martin if she thought that local people might volunteer. Debbie stated that between the Air Force Academy and local libraries, it could probably be done. Debby sent out a spreadsheet from Pia with suggested times and staffing levels. Valyi-Hax expressed concern because the spreadsheet showed 4-hour shifts, and she thought that was too much for volunteers attending the conference. Debby stated that those time periods could be edited.

III. Nominating Committee

UUGI is in good shape for candidates for the Executive Board. Only one person is running for secretary, but Dale Poulter expressed interest in running for an unspecified office, so Colleen will ask him if he wants to run for secretary. She will contact Grant Laycock from BYU to ask about the voting web site. If BYU can't host it, then we will use SurveyMonkey instead. SurveyMonkey can randomize lists of names on ballots,

which is ideal due to complaints from last year. Evidently, all of the elected board members had their name listed first on the ballot.

Debby Conrad asked and Carla Clark has agreed to be the second UUGI Liaison for the 2009 CODI conference.

IV. Treasurer's Report

UUGI still has money in the bank in Huntsville. UUGI's current bank will do an electronic transfer. Dave will talk to the auditor about auditing UUGI's finances.

V. Questions for Pat Sommers

We will use SurveyMonkey to solicit questions, and we will create it at the end of January. The questions will not be anonymous. Time permitting, Pat will take questions from the floor. However, UUGI Executive Board members will not take anonymous, handwritten questions this year.

VI. Other Topics

Debbie Martin asked about the K-12 SIG and when she should solicit for questions for the meeting from attendees. Currently, there is no standard procedure. Generally, one SIG chair asks for questions, and then the others also start asking. Natalie will ask for an agenda from all SIGs and RUGs by January 17.

Debby Conrad will ask for a formal meeting with John Dickson and the UUGI Executive Board to discuss complaints on the Sys-Admin listserv about SirsiDynix documentation. Perhaps an advisory committee needs to be set up.

Please e-mail the other Executive Board members when you make your conference travel plans.

VII. Next Call

No call for December was scheduled. The next call will be on January 11, 2007.

VIII. Adjournment

The meeting was adjourned at 3:45 p.m. CDT