

**UUGI Executive Board**  
**September 25, 2008**

Present: Merry Bortz, Carla Clark, Brian Sherman, Karen Eggert, Shawn Carraway, Debbie Martin, Pat Nicholls, Michael Bowden, Scott Thomas

Absent: Mark Andrews

Visitors: Chris Hauser (CODI)

Meeting was called to order at 11:04 AM CST by chair, Carla Clark. Carla welcomed everyone.

Michael moved and Merry seconded to approve the August 26, 2008 Executive Committee meeting minutes, Merger Discussion minutes and Conference Planning minutes as written. This was passed unanimously.

**Reports from officers, appointed representatives, committees:**

**Chair** (Carla)

Carla reported on the following items....

She attended CODI's last conference call.

Keith Sturgis is the new VP of Market at SirsiDynix, replacing Tom Gates.

Ranny L. will be happy to video record some conference/pre-conference sessions. He will bring the equipment & may need help. He will not be able to do any editing however.

Slavko M. has agreed to do a pre-conference on Z39.50.

CODI uses an accountant and the new group needs to decide if they want to use accrual or cash basis accounting.

**Past Chair** (Mark)

Mark was not present so there was no report.

**Chair-Elect** (Brian)

Brian has been reading content management articles in journals. If they are SirsiDynix sites he will solicit them for presentations at the joint conference.

**Secretary** (Debbie)

Debbie had nothing new to report at this time.

**Treasurer** (Pat)

Pat was late in joining the meeting but she sent the following report to the group. There have been 4 new sites join UUGI since the last meeting. She has sent out about one-half of the UUGI membership renewal invoices. She is still working on PayPal issues.

**Program** (Shawn and Michael)

Shawn reported that the conference website will go live on October 6, 2008. There is a new domain name. The website will be [www.thejointconference.com](http://www.thejointconference.com) and [www.thejointconference.org](http://www.thejointconference.org). Shawn now has the files for Scoobi. Attendees will be able to print out program information.

Michael reported that Karen Albright is now actively working with SirsiDynix on conference planning. It was agreed that she would be invited to participate in most/all future conference planning calls. Chris H. is working on the survey to solicit conference presentation proposals and he has sent it to Shawn and Michael for review. This should be ready soon.

The conference planning committee will have a call next Tuesday, September 30<sup>th</sup>. They will be working with Pia Jones on the letter that goes out with reg-online. They want to test reg-online. There needs to be a message for presenters to not register until they know if their session was accepted due to the discount presenters will receive. (The presentations will not be finalized until sometime in December.)

It was decided that there would not be an attendance cap for pre-conference sessions since the rooms are large. Michael requested Carla and Brian to send pre-conference descriptions to go on the registration form. Brian will get content management blurb prepared. Carla will get a blurb from Slavko and will work with Chris H. on a blurb for the migration pre-conference. It was agreed that there should be some SirsiDynix participation in the migration pre-conference.

Carla is going to ask Pia for the list of exhibitor vendor names.

Chris reported that the main conference graphic has been completed and work is proceeding on other graphics.

The conference blog will go live at the same time as registration begins. Information will also be put on the UUGI website. The blog will link off of the website and will provide a more informal way to discuss conference issues and questions.

Pat moved and Shawn seconded to limit pre-conference discounts to no more than 2 presenters per session receiving a \$200 discount each and regular sessions to only 1 presenter per session receiving a discount of \$100. A person can only qualify for one presenter discount, regardless of the number of sessions presented. The motion passed unanimously. Carla suggesting listing the changes in presenter discounts on the UUGI website and blog. Michael suggested listing it as a different registration fee for presenters in reg-online because some sites cannot accept discounts.

#### **Member-at-Large (Merry)**

Merry had nothing to report at this time.

#### **Nominating Committee (Karen)**

Karen has been reviewing the revised draft bylaws. The committee needs a timeline for the merger in order to move forward with nominations.

#### **Enhancement Forums (Scott)**

Scott reported that 80 enhancements were sent forward to SirsiDynix in July. A response will be received from SirsiDynix in December and announced in February 09. Director's Station forum/enhancements will be added. Web products such as iBistro & iLink will be merged for forums/enhancements under E-Library. A new International forum may be added. Scott reminded Berit N. at SirsiDynix that Forums needs to be monitored and participated in by SirsiDynix staff members.

**Old Business:**

Merger: The new proposed name is COSUGI. CODI's attorney has drafted a copy of the merger document. The first draft has been sent to the Executive Committee and a second draft will be coming shortly. Both CODI and UUGI attorneys will be reviewing the merger document and the new proposed by-laws.

Merger timeline: Prior to October 15<sup>th</sup> CODI & UUGI boards will vote to approve merger plan/document and revised by-laws. From October 15<sup>th</sup> to October 31st both documents will be posted on merger blog for public comment. If revisions are required boards will vote on final draft by November 7<sup>th</sup>. On November 15<sup>th</sup> membership voting opens for 30 days. It appears that UUGI requires a simple majority for approval. A scanned copy of the Articles of Incorporation will be provided for committee member and for the membership.

Bylaws: A preliminary draft has been sent to both boards. The CODI board suggested a few changes. Michael has been in contact with Scott T. with some inconsistencies and concerns. Most are minor language/wording issues. Scott suggested getting clarifications on comments with members of the merger committee and sending the revised by-laws document to both boards/committees by September 30<sup>th</sup> with a vote to be taken by October 3<sup>rd</sup> close of business.

Pat moved and Shawn seconded for the Executive Committee to vote on the revised merger and by-law documents by close of business on October 3<sup>rd</sup>. This will be done electronically using Survey Monkey. Michael will post the documents to Survey Monkey.

Karen indicated that the nominating process will start (in conjunction with CODI) after the merger process is voted on. Carla will work with the attorney on how the initial voting process will work for the first combined group elections.

Q & A from Executive Committee meeting with SirsiDynix Execs at last Superconference: Carla will review notes from the meeting and follow-up with SirsiDynix on issues they agreed to check on. Debbie will also review the meeting minutes for items.

**New Business:**

Carla will e-mail the committee with suggested times for October and November conference calls.

It was decided that we do not want a keynote speaker at the upcoming user conference.

**Action Items:**

No additional items except those listed earlier in the minutes.

Committee members are reminded that they can update the group calendar on Google calendars.

The meeting adjourned at 12:16 CST.

Minutes respectfully submitted by Debbie Martin