

Executive Board Meeting Minutes
LIBRAS
Sept. 11, 2002
St. Xavier University

Present: Ursula Zyzik, President; Luann DeGreve, Vice President; Larry Wild, Treasurer; Sonia Bodi, Past President; Anne Jordan-Baker, Secretary.

The meeting was called to order at 9:30 a.m. by President Ursula Zyzik.

The minutes of the June 7, 2002, Executive Board meeting were approved with a minor editorial correction. L. Wild moved that the minutes be approved; seconded by L. DeGreve. Motion passed.

Vice President L. DeGreve distributed a calendar of events for the 2002-2003 academic year.

Issues from the Treasurer L. Wild

Executive Board members gave copies of their driver's licenses to Wild as required by both US Bank and the DuPage Credit Union. Signature forms for the banks were also completed at this meeting.

Wild asked the group whether LIBRAS was required to complete Form 990 for organizations with gross receipts greater than \$25,000. Because libraries paid LIBRAS for Serials Solutions, it appears that LIBRAS received more than \$25,000 even though the organization acted only as a clearinghouse and used that income to pay Serials Solutions. Wild will consult with Jack Fritts, Library Director at Benedictine University, about this question.

Also concerning Serials Solutions, many participating colleges/universities were never billed and so never paid for this service for 2001/2002. LIBRAS paid Serials Solutions but was never reimbursed by many participating institutions. About \$10,000 is at stake. The question is what LIBRAS should do at this point given that many libraries may not be able to pay for a service received last year with this year's budget. This issue will need to be decided at the LIBRAS Directors' Meeting today.

Continuing education reimbursement also needs to be decided for 2002. How much, for example, should LIBRAS reimburse those who attended the Harvard Institute? All such requests for reimbursement for continuing education should be decided at the next Executive Board meeting because by then we will know how much money LIBRAS will devote to this area. The next meeting is tentatively scheduled for Oct. 15, when the board will also look at budget lines.

A. Jordan-Baker will arrange for new stationery to be designed and printed.

A. Jordan-Baker moved that the meeting be adjourned; L. Wild seconded. The motion passed. The meeting was adjourned at 10:16 a.m.

Respectfully submitted,

Anne Jordan-Baker