

Administration Committee and Services Committee - joint meeting March 11, 2015

PRESENT: Alison Calacone, Phil Erlich, Matthew Graff, LouAnne Lundgren, Mary Muller,
Richard Naylor, Marie Stasiak

EXCUSED: Antonio Booth

UHLS STAFF: Tim Burke, Heidi Fuge

3:00 PM – Meeting called to order by L. Lundgren

I. ANNUAL AWARD GUIDELINES

T. Burke presented a draft of the revised Guidelines for the Awards. The Program Awards will now be divided by Youth and Adult. The Volunteer, Trustee and Advocate Awards will remain the same but with revised, more explicit guidelines.

T. Burke noted that he put the deadline for nominations for all of the Awards as April 15th with the idea that it would remain as a permanent deadline - regardless of the day of the week - in the future and that the Guidelines would no longer need to be reviewed and/or revised every year.

Discussion regarding the wording requiring a nominee to have been a Trustee/Volunteer, etc for at least six months in the award year. Consensus to change this simply to “during the previous year” with no time length specified.

T. Burke noted that the Award guidelines do not require Board approval. It is the responsibility of the two Committees to approve the Guidelines and select the Award winners and then announce the selection at the Board meeting prior to the Annual meeting. He will make the suggested revisions and will send copies of the approved Guidelines to the trustees by the end of this week and then on to the member libraries on Monday with the April 16th deadline.

MOTION:

L. Lundgren moved to adopt the Award Guidelines as discussed and amended. M. Stasiak seconded. Unanimous.

Heidi A. Fuge
3/12/15