Membership Committee Report

September 2015

This year we had 24 new members (5 of which were vendors) and contacted all of the individual members multiple times throughout the year. The goal was to ensure new members felt engaged and able to ask questions at any time. Each member of the committee was assigned 2 new members to keep up with during the year. Any bibliographies new members agreed to publish were distributed to the Express.

Committee members contacted their new members to determine if they would like to be recognized at the MCMLA Virtual 2015 meeting. Seven of the new members agreed to be recognized using a PowerPoint slide displaying new member information.

Jeanne Burke revised and displayed the membership committee’s poster at the annual MLA meeting as well as the brochure. Members of the membership & the executive committees assisted with revisions.

Jeanne Burke created an extensive survey concerning member satisfaction. This was given to the executive & membership committees for revisions. It will be distributed in the near future.

Kristy Steigerwalt and Jeanne Burke revised the online welcome letter sent to new members upon paying their dues with the assistance of Jackie Hittner and Tracey Hughes. This letter was then integrated into the Wild Apricot system after executive committee approval.

Procuring the new membership for MLA & MCMLA was officially delegated from the Membership committee to the Annual meeting committee who had previously been implementing this activity via a change in the calendar in the policies and procedures.

118 non-renewing members over the last 4 years were identified in Wild Apricot by Tracey Hughes. Membership committee members Jim Honour, Kristy Steigerwalt, Phyllis Whiteside, and Erin Wimmer divided up the list of non-renewing members and verified email addresses. A non-renewing member’s letter & survey were created by Jim Honour & Pat Hamilton and sent out to lapsed members by Kristy Steigerwalt. Information from the lapsed members survey was summarized, sent to the executive committee, and published in the Express. A plan was created to archive survey documents.

We promoted MCMLA to the library schools in this area by distributing links to membership brochures & pamphlets as well as a welcome letter drafted by Merinda McLure.

For 2015, we had two mentees matched to four mentors (nine were available) by Teri Hartman who documented her protocol for future use in matching. Mentors and mentees were contacted by members using a letter drafted by Merinda McLure to ensure they still intended to participate in the program. A reminder email was sent to
MCMLA members urging participation in the mentor/mentee program. Two mentors for each mentee was decided upon given the excessive number of mentors to mentees available. Holly Henderson developed a mentor/mentee assessment to be used for follow-up in approximately six months.

Respectfully submitted,

Co-Chairs: Jeanne Burke & Kristy Steigerwalt
Pat Hamilton
Teri Hartman
Phyllis Whiteside
Jim Honour
Erin Wimmer
Holly Henderson
Merinda McLure

Ex Officio:
Heather Brown, MLA Chapter Council Representative
Jeanne Burke, MLA Chapter Membership Liaison
Karen Wiederaenders (Executive Secretary)