

**Michigan Chapter SLA  
75<sup>th</sup> Anniversary Committee Meeting  
April 29, 2004  
6:15-8:15 pm  
Meeting Summary**

1. Publications committee update

- The Anniversary Program is 6 pages, 24 sides in length. Nancy will see about using glossy paper for the inside pages. The cover will be a heavier paper. The program draft was passed around during the meeting for committee members to comment.
- Pens and clocks have been ordered. The logo was too small to place on the pen, so the pens will read Michigan Chapter SLA 75<sup>th</sup> Anniversary. On the clock, the state will be printed in white.
- Joel will post the Chapter timeline and President's List to website. These will also be published in the June issue of the chapter bulletin. Nancy would like to continue updating the chapter timeline. The President's list may updated annually.
- Judy Field will bring her digital camera for Jan Utz to use to take photos. Kathy will bring her digital camera for James Hanks to use. Joan Martin will ask her husband if he is willing to take photographs. Need to create a list of the must have photos from the days events.

2. Publicity committee update

- It's not to late message will be sent via listserv to our members and other library listservs. Joan will draft a message for Joel to email on Monday.
- Proclamations and/or congratulatory letters have been received from Mrs. Bush, the Medical Library Association, Terry Lynn Lande, Debbie Stabenow, Mayor Guido, and one is expected from the American Association of Law Libraries. While not requested, it is possible that Cindy Hill will bring one from SLA and that Nancy Robertson, Deputy State Librarian, will bring one from the Library of Michigan. These will be on display at the evening event, and Joan will read Mrs. Bush's letter plus one more during the celebration. The committee plans to digitize these to post to the website and print in the bulletin. The original copies will be placed in the chapter archive.
- The committee has asked that our event be listed in Crain's Detroit Business calendar, and the Detroit Free Press' and Detroit News' business calendars. Joan contacted a report at Crain's Detroit, recommended by Joanne, to see if she will attend and cover the event for Crain's.
- After the event, the committee will try to have photos and articles published in local hometown newspapers as well as Library Journal and Information Outlook. It is important to identify people in the photos and where the people live.
- We need recorders for both speeches, try to draft someone from the registration list. We may be able to mount the speaker presentations/notes on our chapter website.
- Christopher Bloodworth will write an article about the anniversary events for June chapter bulletin.
- Alice will draft introductions for our speakers. Nancy Robertson, Deputy State Librarian, will introduce Cindy Hill. Nancy met Cindy at the Great Lakes Regional Conference last fall. Judy Field will introduce Stephen Abram.

- Thank yous – Kathy will send thank yous to John Rivard, April Vossberg and our speakers. The Publicity committee will write a thank you to the Dearborn Public Library.
3. Sponsorship committee update
    - One more sponsorship was received from EOS International for \$750.
    - Thank yous – Carol will send thank yous to the sponsors including a copy of the program and the attendance list. Carol and Joanne will write thank yous to the groups that took out ads in the program.
  4. The Event committee update
    - Please see the detailed agenda for more information. Every committee member should carry a copy of this on the day of the event.
    - We need as many hands as possible on the day of the event to help set up registration tables, pin on flowers, distribute items to tables, etc.
    - Kathy will email the speakers to find out their travel arrangements and final details.
    - April Vossberg donated the Pewabic tiles for the speaker gift baskets. April gave the tiles to Alice who brought them to the meeting. Joel will see that the tiles are given to the gift basket maker. Joel needs the shipping address so that he may ship the baskets to Cindy and Stephen after the event. (Sounds like Amelie and the traveling gnome.)
  5. Budget updates
    - Please report actual costs when known – catering, program printing, pens, clocks, flowers, etc
  6. See you on May 13<sup>th</sup>!