1. Call to Order and Welcome  
   Liz Suelzer
   The meeting was called to order at 3:33 pm CT.

   Thank you to the conference co-chairs, committee co-chairs, and committee members for a great conference. You are appreciated!

Year in Review
   - Inclusion Diversity and Equity (IDE) Action Committee distributed a survey to members to learn about our demographics and professional development needs, initiated programs, and created resources. Thank you to Caroline Allen for leading this committee
   - Underwent a strategic planning process to guide chapter initiatives through next 3 years
   - Membership Secretary and Fundraising Chair created a new membership category to support members experiencing financial hardship due to the pandemic. We did not lose a single member due to finances this year.

   A copy of the minutes of the 2020 Annual Business Meeting was sent for review.

2. Approve minutes from 2020 Business Meeting  
   Jacqueline Freeman

   Carol Shannon made the motion to approve the minutes. Liz Weinfurter seconded the motion. The minutes were approved by general consent.
3. Membership Secretary Report
Simon Robins
As of October 10, 2021:
Regular members: 169
Retired members: 8
Student members: 6
Financial hardship recipient: 1
Total: 184
Numbers are similar to last year (no significant declines or increases).
Plan to keep the financial hardship category going for the next few months.

4. Treasurer’s Report
Kathryn Mlsna
Checking account balance as of October 15, 2021: $45,275.91
- Annual conference seed money was paid
- Annual conference profit not yet deposited
- This year we moved from PayPal to AffiniPay as our payment system
  - Not required to pay a 20% upcharge to Wild Apricot
  - AffiniPay partners w/ Wild Apricot
  - AffiniPay's fees are lower than PayPal's
  - Accounting is easier

5. MLA Chapter Council Representative & Alternate Report
Margaret Hoogland & Kerry Dhakal
- Call for MLA Immersion Session and paper proposals extended to October 27, 2021. Immersion sessions will be in-person; papers and lightning talks will be hybrid
- Consider self-nomination or nominating someone; Most applications due November 1, 2021
- Submit a chapter Project of the Year award by November 1, 2021

6. Inclusion, Diversity, and Equity Action Committee Report
Caroline Allen
- Developed the Midwest Chapter/MLA Statement of Appropriate Conduct
- Conducted a membership survey and shared results in Midline
  - Members identified barriers to participation in chapter: finances and lack of time
  - Members asked for IDE resources and programming
- Committee is organizing resources and programming in response to survey
Consider joining the committee and/or participating in the committee’s work

7. Annual Meetings Committee Report

Liz Weinfurter

Thanks to co-chairs and volunteers for a great conference. Showed ability to adjust amid changing circumstances.

2021 Joint Virtual Meeting summary

- 224 registrants, including 7 students; (74 Midcontinental, 92 Midwest, 58 others)
- CE attendance: Health Services and Policy Research 25/25; Telling Our Story through Library Assessment 43/50
- Exhibitors: 15
- Financials: Net profit as of Sept 30 $7,925.31; approx $4,000 profit per chapter

2022 Midwest Chapter Annual Meeting: October 8-10, 2022 Bloomington, Indiana in person

Formation of a short-term ad-hoc committee to make a recommendation on modality and structure of annual meetings going forward will consider:
- frequency of virtual meetings
- incorporating virtual components into in-person meetings
- determining how often to hold joint meetings
- logistics of rotating in-person meetings between states
- optimal structure of the Annual Meetings Committee

Committee will be formed by November 1, 2021, with recommendations to be made to Midwest Chapter Board in Feb 2022. Looking for broad representation: experienced meeting planners and new voices.

Look for call to entire membership on Monday, October 18, or contact Liz Weinfurter (eweinfur@umn.edu) to volunteer.

8. Communications Committee Report

Elizabeth Huggins

- Created and published IDEA and Fundraising Committee pages
- Created the 2021 Annual Conference website and added new features (program schedule and Twitter feed); seeking feedback
- Implemented automatic updates of WordPress and plugins for chapter website and Midline and all existing and accessible past Annual Conference websites

Looking for someone to join the committee with social media experience. Reach out to Elizabeth Huggins at communications@midwestmla.org
9. Representative at Large Report
Anna Liss Jacobsen

- New Midwest MLA Representative at Large and Alternate volunteered for next year's duties. Training, information, and resources were provided to them. Copies were forwarded to the Archivist to be placed in the archives.
- Quarterly State Representatives meeting notes were added to the Executive meeting minutes.
- Communications were established and maintained with state representatives. These included news and updates related to conferences and meetings, learning opportunities, goals, concerns, and opportunities for medical/health sciences librarians, and more.
- Merle Rosenzweig will step in to lead the State Liaisons Committee.

10. Nominations and Elections Committee Report
Emily Capellari

Thank you to committee members for their work on the 2021 election.

Results:
President-Elect
Sarah Jane Brown, Health Sciences Library, University of Minnesota
Recording Secretary
Damien Ihrig, Hardin Library for the Health Sciences, University of Iowa
Treasurer
Karen Hanus, Advocate Aurora Library, Wisconsin
Representative to the MLA Chapter Council
Heather Healy, Hardin Library for the Health Sciences, University of Iowa
Alternate Representative to the MLA Chapter Council
Julia Stumpff, Ruth Lilly Medical Library, Indiana University School of Medicine
Candidate for Membership on the MLA Nominating Committee
Jolene Miller, Mulford Health Sciences Library, University of Toledo, Ohio

Congratulations to all of our new officers and committee members.

11. Awards and Scholarships Committee Report
LaTeesa James

Annual Meeting Grant Awardee: Amie Baltes, Sullivan University Library, Sullivan University

Distinguished Librarian of the Year: Emily Capellari, Taubman Health Sciences Library, University of Michigan
Recipient of the DLY will receive a plaque.
12. Fundraising Committee Report  
   Margaret Hoogland
   - Selected a chapter owl logo, submitted by Riley Samuelson
   - Developed long-term and short-term goals for the committee and contributed to the Chapter strategic plan
   - Effective immediately, fundraising proceeds will go directly to the Awards and Scholarship Committee

Thank you to everyone who contributed an owl design: Karen Gutzman, Gerald Natal, Ashley Zeidler

13. Professional Practice Committee  
   Dawn Hackman

The President thanked Dawn, who became the interim chair this year.

Award winners - papers, posters, and lightning talks (Chapter member authors names underlined)

Research Paper Award: Exploring the Expectations and Preferences of Users in Regards to Health Sciences Library Subject Guides. Anna Biszaha, The Ohio State University Health Sciences Library [First-time chapter presenter]


Research Lightning Talk Award: Conceptualizing Information Literacy Curricula in the Health Sciences: Preliminary Results of a Scoping Review. Devon Olson, Megan Denis, Shannon Yarborough, Sandi L. Bates, Montana Barnett, Erika Johnson, and Jessica Gilbert Redman

Research Poster Award: Physician Assistant Student Perceptions of Evidence-Based Medicine Resources. Brittany R. Heer, Chris Roman, Chris Gillette, M. Jane McDaniel.

Recipients will receive a certificate.
Congratulations to all of the recipients.

14. Old Business
   None

15. New Business
   2022-2025 Strategic Plan
Planning process:
   - SWOT analysis
   - Developed mission, value, and vision statements
- Held open meetings, w/ chapter members
- Held a mini-retreat in Sept to refine goals; was open to members

**Goals**

I. Recruit, train, and retain leaders
   A. Develop an orientation for new committee chairs to highlight roles and expectations
   B. Charge committee chairs with documenting their current duties, tasks, and time commitments
   C. Look into changing bylaws to allow overlap between chairs, specifically treasurer and membership chairs
   D. Create a mentorship program for new chapter leaders

II. Build opportunities for networking, knowledge sharing, and professional development (PD)
   A. survey members to learn abt their PD needs and wants
   B. Leverage knowledge and expertise of members to offer training experiences
   C. Develop and implement diversity, equity, and inclusion programs that were identified in the 2021 IDE chapter survey
   D. Develop formal mentoring program
   E. Create regularly scheduled opportunities for members to network outside of the annual meetings

III. Reimagine and reinvigorate Annual Meetings
   A. appoint ad hoc committee to make recommendation on modality and structure of future annual meetings and optimal structure of the Annual Meetings Committee
   B. Update and revise current annual meetings planning guide to include planning for virtual and joint meetings
   C. Work on maintaining long-term relationships w/ exhibitors and continue to improve methods of exhibitor engagement in an online format
   D. Create an orientation object to enable new and existing members to become familiar with both the high-level process of planning Annual Meetings and the specifics of various volunteer opportunities related to planning

IV. Establish funding structures for chapter awards and scholarships
   A. Work w/ the Treasurer and Finance Committees to guarantee donated funds are allocated to chapter awards and scholarships
   B. Inventory awards and scholarships to meet new and emerging needs of members
   C. Create a mechanism so that members and allied partners can contribute to the Fundraising Committee
D. Reinstate funding for Chapter awards and scholarships

16. 2022 Meeting invitation Jason Lilly, Julie Wood, & Lisa Habegger

October 8-10, 2022 Bloomington, IN
#2022InBloom
- Presented Highlights of what visitors to Bloomington can expect to enjoy
- Planning Committee held an Indiana authors book giveaway with trivia questions related to Indiana.

17. New Incoming Officers and Committee Chairs Liz Suelzer

Welcome to Incoming officers and committee chairs:
President-Elect
Sarah Jane Brown, Health Sciences Library, University of Minnesota
Recording Secretary
Damien Ihrig, Hardin Library for the Health Sciences, University of Iowa
Treasurer
Karen Hanus, Advocate Aurora Library, Wisconsin
Representative to the MLA Chapter Council
Heather Healy, Hardin Library for the Health Sciences, University of Iowa
Alternate Representative to the MLA Chapter Council
Julia Stumpff, Ruth Lilly Medical Library, Indiana University School of Medicine
Candidate for Membership on the MLA Nominating Committee
Jolene Miller, Mulford Health Sciences Library, University of Toledo, Ohio
Professional Development Committee Chair
Dawn Hackman, Health Sciences Library, University of Minnesota

18. Recognition of Outgoing Officers and Committee Chairs Liz Suelzer

Thank you to outgoing officers and committee chairs:
Emily Capellari, Immediate Past President & Chair of Nominations and Elections Committee. Emily was recognized for her patience, advice, and as a mentor.
Jacqueline Freeman, Recording Secretary. Jackie was recognized for her organization and quick responses.
Kathryn Mlsna, Treasurer. Kathryn was recognized for taking on the enormous work of the office.
Margaret Hoogland, Representative to the MLA Chapter Council. Margaret was recognized for all of the work she does for the chapter, including her ongoing work with the Fundraising Committees.

Kerry Dhakal, Alternate Representative to the MLA Chapter Council. Kerry was recognized for her thoughtful comments and questions in Executive Board meetings.

Heather Healy, Candidate for Membership on MLA Nominating Committee. Heather was recognized for her willingness to serve.

Liz Weinfurter, Annual Meetings. Liz was recognized for all of her work on Annual Meetings.

19. Transfer of Gavel
Liz Suelzer, Outgoing President
Carol Shannon, President-Elect

The President-Elect thanked Liz Suelzer for her service, especially for the strategic visioning work, and expressed excitement for the work to continue. Noted that the work contains useful and achievable goals, which were developed in collaboration with the membership.

Adjournment
Janna Lawrence moved to adjourn the meeting. Kathy Bates seconded the motion. The meeting was adjourned at 4:39 pm Central, 5:39 pm Eastern.