

**PACSCL Executive Committee Meeting**  
**December 10, 2003 – 11:00 a.m.**  
**College of Physicians of Philadelphia -- DRAFT**

*In attendance:* David Moltke-Hansen, Historical Society of Pennsylvania; Edward Morman, College of Physicians of Philadelphia; Janet Evans, Pennsylvania Horticultural Society; Michael Ryan, University of Pennsylvania Library; Laura Blanchard, PACSCL staff.

*Not present:* Gary Kulik, Winterthur; William Lang, Free Library of Philadelphia

David Moltke-Hansen called the meeting to order at 11:0p a.m.

**Minutes.** The Minutes of the November 18, 2003 meeting were approved as circulated.

**Treasurer's Report and Budget.** The committee reviewed the treasurer's report and budget, copies of which are attached to the minutes and incorporated by reference. The proposed budget shows a deficit in excess of \$10,000, which can be covered by the surplus from previous years. It was agreed that both the full Board and one of the standing committees will need to have conversations about membership and dues. PACSCL will need at least a 50% increase in membership, or a 50% increase in dues, or perhaps a sliding scale of membership fees, to bring the budget into balance without cutting programs. There was a general agreement that cutting programs would be undesirable.

The executive committee agreed to recommend to the Board that the nominations and governance committee take this into its portfolio, and that the committee be expanded to strengthen representation from smaller institutions. David Moltke-Hansen suggested that Janet Evans, as treasurer, join the committee; and indicated that he would speak to Cait Kokolus about joining. This expanded committee will consider membership issues and make recommendations to the Board with a goal of reducing the deficit significantly for 2005 and eliminating it entirely for 2006 and beyond.

**Election of New Member.** The committee reviewed the application for membership received from the director of the University of Delaware Library and agreed to recommend that the Board accept the application. It was expected that the Board's vote on this issue would be unanimous.

**Strategic Planning.** The committees have done a great deal of good work over the fall, and will make reports to the full board at the quarterly meeting. Following that meeting, Laura Blanchard will review all committee minutes and follow up with committee chairs and individuals tasked with particular responsibilities to make sure planning is proceeding according to timetable.

**Call for Nominations.** The committee reviewed Edward Morman's report on nominations, to be presented to the Board with a call for nominations. Two executive committee members are eligible to run for a second term. Edward Morman will call for nominations for these positions as well.

**Bylaws.** Laura Blanchard explained that an additional reading of the bylaws revealed a number of inconsistencies, a reflection of the haste with which the final revisions had been made. The

committee generally agreed that Ballard, Spahr, Andrews & Ingersoll had done a thorough initial review. It was agreed that the nominations and governance committee would take up the matter of bylaws revisions at its next meeting.

There being no further business, the meeting was adjourned at 11:50 a.m.

Respectfully submitted,  
Laura Blanchard  
for the Secretary