

# **STEP UP!**

## **We Need Your Help Today!**

**OALT/ABO is desperate for a President-Elect NOW! President-Elect becomes President in May at Conference. We have more members now than we've had in years but where are you???**

President-Elect involves taking the minutes at Executive meetings. That's it. That's all. o.k. -- by serving as President-Elect you assume the Presidency but you'll have had time to watch and learn. President-Elect and President may be the most prestigious OALT/ABO Executive positions but they are also two of the easiest to volunteer for. As President-Elect you take the minutes and as President you run the meetings. In either case you're working with a great group of people, enthusiastic about the Association we're all members of.

Contact your President, Tracy Morgan (905-878-4463, [morvay@globalserve.net](mailto:morvay@globalserve.net)), **immediately** with any questions. Obviously she's been both President-Elect and President. She'll be relieved to hear from you and you will be playing a vital role in the continuation of OALT/ABO. Without a President-Elect and then President, your Association's very existence may be in jeopardy.

Thank you for seriously considering helping OALT/ABO and all its members by taking this position on.

<http://www.oaltabo.on.ca/>

# **Why would I join an Executive?!**

## **By Stella Clark**

I joined OALT/ABO in September of 2000, and went to my first meeting in March 2001, the Annual Business Meeting. It was my first opportunity to see what the Association was all about. The reason I had joined in the first place was that I do believe if you are a professional, you should belong to the association affiliated with your job, and I had been working long enough to know that there was more than the public library in the information field, and maybe I should learn a little about them.

So my friend (who had joined at the same time) and I went to this meeting, knowing only our work colleague who had introduced us to OALT/ABO. The first thing that happened (that I paid much attention to) was that I was nominated the next president of the Chapter! I allowed myself to be talked into the position, and went home wondering what had happened. But that was the start of 3 years as President of Halton-Peel. I met the other executive members, none of whom were in a public library, and learned how to run meetings, set schedules and programs for the year. I made great friendships, which are precious to me now, even though sometimes we see each other only once or twice a year. I attended my first conference as a new President, and met people from all over Ontario. I learned to give my first public speech – I kept it short enough to introduce myself and not much else. I found it very interesting to listen to others and what they had to say as professionals.

I then joined the Association executive as Membership Coordinator under the Treasurer. It was good to know that I was not on my own there – that I was given the tools to perform that job, including Excel and Access for the databases. I learned how to use a database! This was not quite storytime! I held that position for a couple of years, and passed it on when I agreed to become Conference Coordinator for the 2006 annual conference.

I had never even considered anything like organizing a conference! To me that was way beyond my abilities, but I learned that it was not actually beyond me. There was a lot of coaching from executive members, but I was also encouraged to step out and organize it the way I wanted it. The feeling at the end of the conference was very powerful – anyone who knows me would know that it was my conference by the topics, the theme, and I hope the relaxed feel of the whole thing.

This will be my first year as a member without any executive duties. I had thought I would be relieved – I have enough on my personal life plate right now, and I know that I need time to focus on them. But through being on the various executive committees I have met and become friends with people all over the province, and have come to know intimately how an association is run. I have learned so many technical things that have definitely helped me at work, but even more important has been the leadership training that has been absorbed and transferred to what I do elsewhere. I am a far more confident person (personally and professionally). I think that if I had not accepted that nomination the first year, I would not have had the opportunities to grow outside my own circle of workplace training. Maybe that wouldn't matter, but I also wouldn't have nearly as many friends as I do now. I have come to really appreciate what being part of a professional organization means, and wouldn't have had it any other way.

## 2007/2008 Executive Nominations

President (One Year Commitment)

**Candidate Required** (if President Elect isn't found for the remainder of 2006/2007)

- i. The President is the official representative for OALT/ABO.
- ii. Upholds the mission and purpose of OALT/ABO.
- iii. Chairs Executive meetings and Annual Business Meeting.
- iv. Prepares an annual report of Association activities for the membership.

President Elect (Two Year Commitment, President Elect moves to President)

**Candidate Required**

- i. In the absence of the President or at the request of the President, the President Elect shall perform the duties and exercise the power of the President.
- ii. In the event of the President's resignation, President Elect shall assume the duties of the President if circumstances permit.
- iii. Maintains minutes of all Executive meetings.
- iv. Prepares and distributes agendas and minutes to the Executive and Appointed Officers.

Treasurer (One Year Commitment)

**Candidate -- Claudia Scharmann-Persaud**

- i. Responsible for keeping all financial records and carrying out all financial transactions of OALT/ABO.
- ii. Presents a written financial statement to the Annual Business Meeting and at each Executive Meeting.
- iii. Compiles and maintains annual membership list, directory and supplements.
- iv. Responds to membership enquiries.

External Communications Coordinator (One Year Commitment)

**Candidate -- Maggie Weaver**

- i. Prepares all OALT/ABO marketing and publicity.
- ii. Acts as liaison between OALT/ABO and other library associations, Library & Information Technician programs, other library education courses, OALT/ABO members and libraries.
- iii. Coordinates sponsorship.

## 2007/2008 Executive Nominations

Internal Communications Coordinator (One Year Commitment)

**Candidate Required** (\*Note: Maria Ripley Willing to Remain as Newsletter Editor!)

- i. Disseminates information about OALT/ABO, issues and developments in library and information science and library technicians to Association members.
- ii. Coordinates newsletter distribution.
- iii. Ensures Website content is current.
- iv. Responsible for Listserv.
- v. Prepares Salary Survey.

Conference Coordinator (One Year Commitment)

**Candidate Required**

- i. Responsible for coordinating the annual OALT/ABO Conference (with a volunteer team) by selecting a location, arranging programming and activities.
- ii. Submits a Conference budget and written financial statement at the Annual Business Meeting and at each Executive Meeting.
- iii. Presents Conference information to the Internal Communications Coordinator for distribution to the membership.
- iv. Coordinates Conference promotion and sponsorship with the External Communications Coordinator.

Chapter Coordinator (One Year Commitment)

**Candidate Required**

- i. Advocates on behalf of Chapters and Chapter members.
- ii. Responsible for inter Chapter communication
- iii. Provides upcoming information about Chapter events to the Internal Communications Coordinator.
- iv. Submits Chapter programming and additional funding requests to the Executive for approval.

**Anyone interested in running for a position should contact Tracy**

**Morgan (President) immediately.**

**[morvay@globalserve.net](mailto:morvay@globalserve.net) 905-878-4463**

**The future of OALT/ABO is dependant on its members volunteering!**