

Executive Secretary Report – November 2017 – Stephanie Brewer

Membership statistics			
Type	November 2016	September 2017	November 2017
Total (incl. 113 comp and 6 life)	433	455	445
Total Institutional (including 3 comp; 1 life)	37	49	48
Total Personal (including 110 comp; 5 life)	385	406	387
Total Book Marks Subscriptions	11	11	10

Comp = legislators and institutions such as ALA and OCLC

Account Balances			
	November 2016	September 2017	November 2017
Wells Fargo Savings	\$21,027.83	\$ 21,033.64	\$21,034.12
Wells Fargo Checking	\$39,590.10	\$ 47,324.62	\$22,156.78
Ameriprise Savings Certificate 20190001	\$15,763.18	\$ 15,767.73	\$15,769.18
Ameriprise Savings Certificate 3001	\$19,944.83	\$ 20,109.98	\$20,165.33
Raney Endowment	\$81,852.47	\$ 88,803.41	\$92,221.05

Tasks

- ◆ Completed board meeting prep
- ◆ Completed general duties (membership renewals & reminders, bank deposits, bills, mail, etc.)
- ◆ Updated committee and board lists and updated website privileges
- ◆ Have worked to organize documents and begin transitioning tasks to new EST
- ◆ Completed conference evaluation and statistics
- ◆ Conference numbers were 144 Full Conference, 21 Single Day and profit of \$12,175.42. Overall revenue was \$3,924.58 less than projected, but we are still fine financially. Attendance was comparable with last year at 129 Full Conference, 36 Single Day and profit of \$22,146.75 profit.
- ◆ Action Item – authorization to send raffle profits to endowment. (\$371.56)