

Executive Secretary Report – April 2018 – Audrea Buller

Membership statistics			
Type	April 2017	January 2018	April 2018
Total (incl. 113 comp and 6 life)	437	441	439
Total Institutional (including 3 comp; 1 life)	39	49	44
Total Personal (including 110 comp; 5 life)	388	392	270
Total Book Marks Subscriptions	10	10	4

Comp = legislators and institutions such as ALA and OCLC

Account Balances			
	April 2017	January 2018	April 2018
Wells Fargo Savings	\$21,030.97	\$21,035.75	\$21,037.27
Wells Fargo Checking	\$29,585.99	\$23,689.00	\$13,479.66
Ameriprise Savings Certificate 20190001	\$15,767.55	\$15,818.51*	\$15,818.51
Ameriprise Savings Certificate 3001	\$20,054.78	\$20,220.83*	\$20,220.83**
Raney Endowment	\$87,011.10	\$95,252.59*	\$95,247.10**

*These are actually end of 2017 balances.

**Waiting for statements and authorization to view accounts

Tasks

- ◆ Completed board meeting prep
- ◆ Completed general duties (membership renewals & reminders, bank deposits, bills, mail, etc.)
- ◆ Have worked to organize documents and begin transitioning tasks to new EST
- ◆ Getting into the EST routine by getting familiar with the different websites and getting to know people
- ◆ Have met with local arrangements regarding the upcoming 2018 SDLA Conference in Sioux Falls.
- ◆ Set up the website for online registration for both vendors and conference attendees
- ◆ Emailed vendor information out for Annual Conference
- ◆ Filled out Ameriprise paper work to get account information online etc.