

inFIRE Committee Minutes  
May 28, 2002

- I. Review of Advisory Committee Minutes from Fall Meeting, October 7-8, 2001. These were previously approved by e-mail.
  
- II. Conference Update
  - A. 2002 Conference.
    - 1. Round table: forms from members who could not attend were made available on a table with other information, reports, and pamphlets. Plans were made to ensure that all attendees had an opportunity to speak.
    - 2. Other: schedules and arrangements for the 2 days of presentations were reviewed.
  - B. 2003 Conference.
    - 1. Status report from Susan: possible dates, activities and hotel accommodations were discussed.
  
- III. Reports from Volunteers
  - A. Treasurer's Report – Lian Ruan. The Treasurer's report was read and approved. (Balance as of 5/28/2002 was \$5,417.62. \$2,570.00 of the balance was for Conference registration.)
  - B. Membership Coordinator – Elizabeth Hides – 6 new members were added. A special “thank you” to Elizabeth and other Australian inFIRE members who made a concerted effort to encourage their Australasian colleagues to apply for inFIRE membership.
  - C. Accessions Lists Monitor – Chris Dahms – discussion was postponed until next Committee meeting.
  - D. Communications Coordinator – Susan Walker – new profiles will be prepared for the Web site.
  - E. Union List Coordinator – Lian Ruan – discussion was postponed until the next Committee meeting.
  - F. Brochure – Gwen Schagrin. Brochures were mailed to all new members and 200 were provided for the IAFSS. Discussion on updating the brochure was postponed until the next Committee meeting. Need to discuss NOT including a list of members.
  - G. Electronic Mailing Lists – Gillian Bullock – No problems to report. Updates (additions/deletions) need to be sent to Gillian.
  - H. Web site – Martha Gunnarson. Added: information on the 2002 Conference, new members, .pdf copy of brochure, round-table info form; information on updating the union list. Graphics were changed, broken links fixed and Round-table form was added to Handbook Table of Contents.
  - I. Archives – Janet Green will send to next Chair.
  
- IV. Other Activities - Discussion Items from Members

- A. IAFSS: Teresa Frydryk, NFPA brought a draft of the poster for the IAFSS exhibit to the conference. The poster will be displayed during the Conference and members will be asked for their comments. Teresa, Martha Gunnarson, and Janet Green will attend the poster sessions during the IAFSS in June to answer questions and encourage organizations to join inFIRE.
- B. Donation to Mand Library: A \$100.00 donation from inFIRE was sent “in commemoration of the FDNY firefighters who perished and labored at the World Trade Center on September 11 and its aftermath.”
- C. Printing Union list – held for discussion at next Committee meeting.
- D. Archiving of journals – members are encouraged to offer discarded journals to other inFIRE members. No one should rely on another members journal holdings for archival purposes.

VI. New Business

- A. Fall committee meeting to be held at NEIL in late October.
- B. 2004 Conference planned for Perth, Australia.
- C. Encourage FIG members to join inFIRE.

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Janet and inFIRE Committee:

Per Janet's request, here is my report. Please refer to the bank statements I sent to Janet.

Bank: First Federal Savings Bank of Champaign-Urbana

Date	Description	Withdrawal/Deposit	Balance
8/18/01	No Activity		\$2,977.82
9/18/01	No Activity		\$2,977.82
10/18/01	No Activity		\$2,977.82
10/25/01	Food	-217.62	\$2,760.20
10/26/01	Deposit	+137.64	\$2,897.84 (check #514)
12/11/01	Meeting	-50.22(Gwen)	\$2,847.62 (check #505)
1/18/02	No Activity		\$2,847.62
2/18/02	No Activity		\$2,847.62
3/18/02	No Activity		\$2,847.62
4/2/02	Deposit	+225(Nora)	\$3,072.62 (inFIRE check)
4/2/02	Deposit	+275(Laura)	\$3,347.62 (inFIRE check)

4/2/02 check)	Deposit	+275(Chris)	\$3,622.62 (inFIRE
4/9/02 check)	Deposit	+275(Teresa)	\$3,897.62 (inFIRE
4/25/02 check)	Deposit	+225(Janet)	\$4,122.62 (inFIRE
4/25/02 check)	Deposit	+275(Susan)	\$4,397.62 (inFIRE
4/25/02 check)	Deposit	+275(Martha)	\$4,672.62 (inFIRE

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inFIRE Conference Registration Fees deposited and not yet shown on statement:

+210(Mats)	\$4,882.62 (inFIRE
wire)	
+260(Marie)	\$5,142.62 (inFIRE
wire)	
+275(Mike)	\$5,417.62 (inFIRE
check)	

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We have received \$2,570.00 in fees from inFIRE Conference Registration total.

If you have any questions, please let me know. Thanks.

Lian