

Meeting of the SLA Engineering Division Executive & Advisory Board May 24, 2012

Present: Pam Enrici, Barbara Williams, Mary Whittaker, Daureen Nesdill, Kathryn Breininger, Sara Davis, Lynn Berard, Betty Edwards, Susan Morley, and Penny Simpson

Late: Mary Strife arrived about 11:40am EDT

Absent: Adrienne Washburn, Dale Copps, Sara Tompson, Bonnie Osif, Beth Thomsett-Scott, Abby Thorne, and Diane Brenes.

1. Welcome Pam and Barbara

Official start 11:00am EDT

2. Introductions

It was determined that a quorum existed of the Executive Board.

3. Review of agenda

Chairs present will be reporting in addition to Bonnie's report via email.

4. Treasurer's Report and update of what needs to be reported

MARY W. reported -

SLA Engineering Division and Aerospace Section Treasurer's Report

Engineering Division bank account totals as of April 30, 2012 bank statement

	2012	2011
Engineering Division		
Savings and Checking accounts total	44,349.95	55,063.42
Aerospace Section		
Savings and Checking accounts total	9,981.78	7,733.09
GRAND TOTAL (SLA ENG and SLA AERO accounts)	54,241.73	62,796.50

Change in treasury: we have \$8,554.77 less than we did at this (same) time last year.

As an action item from the last meeting, on April 30, Mary W. sent Board members the past two years' financial reports for SLA DENG, highlighting our expenses.

In 2010, we had \$13,375.85 in expenses; and in 2011, we had \$23,343.20 in expenses (the average for these 2 years is \$18,360.00).

5. 2012 Conference Planning – Pam and Barbara

Barbara W. reported that the planning for the Aerospace Section sessions was coming along. Speakers and arrangements have been finalized. She will be promoting the sessions. Barbara asked if it would be appropriate for AIAA (sponsoring Aerospace Business Meeting and Breakfast) to speak during the session about changes to the Electronic Library. The Board agreed that it would be appropriate.

Pam E. reported that she had a few little details to attend to. Tickets to the Engineering Division Business Meeting and Lunch for vendor partners were discussed. Sara D. will contact vendor partners about tickets.

6. 2013 Conference Planning

Betty E. announced that Helen Josephine will be a speaker at the 2013 Conference. She will discuss Project Management Certification and how it can benefit librarians.

7. Chair Reports

MENTORING: Bonnie O. sent an email saying she has had better response to her mentoring efforts this year than last year. There have been requests from three people for mentoring (two attending conference, one not but wanted a mentor) and they have been assigned mentors. Bonnie has a list of division members volunteering to be mentors in case additional requests come in.

ARCHIVES Bonnie O. sent an email stating that the work with the archives remains ongoing.

VENDOR PARTNERS Sara D. reported that the committee is “rockin’ along”. There is a problem with one vendor partner’s payment through SLA Headquarters she will have to watch. Sara D. posted all the Division’s conference program information along with the vendor partner sponsorship to the Division’s website for all to see (Room numbers will be added when available). She informed Pam E. and Barbara W. that she would provide them with thank you certificates for passing out to partners at their booths in the exhibit hall. Session signs will also be provided. Sara D. asked if she should talk to vendor partners about contributing to the raffle taking place during the Engineering Division Business Meeting and Lunch. Pam E. said that she would be bringing wild rice as raffle prizes. Kathryn B. will bring the role of tickets for the raffle.

Sara D. brought up the issue of tickets for vendor partners for the Engineering Division Business Meeting and Lunch. Too many of the tickets were not used last year. Pam E proposed that one ticket be provided per vendor partner, except for those providing sponsorship of awards plus a few extra tickets just in case.

Sara D. announced that a schedule of blogging by vendor partners has been set up with the first blogging starting in July. Sara D will receive the text from the vendor partner and post to the blog. Dale C. is aware of this.

8. Old Business - Discussion of reserves

Pam E discussed reserves. The Division should have in reserve in the Division’s bank account no more than twice the amount of funds we spend on a yearly basis. The Division is over. Pam would like to get a handle on the Division’s expenses after this year’s conference. A suggested way of spending the excess: biannual non-conference CE webinars. Sara D. mentioned that Chemistry Division is interested in partnering with Engineering on a CE webinar.

Pam E. said she would send out a message to the listserv asking members for input on topics and speakers for the CE webinars.

Discussion – This brought up two points:

- 1) Does the Division pay for day passes for speakers at the annual conference. Barbara Williams checked with SLA Headquarters and found out that free one-day passes are given to speakers on the day on which they are speaking.
- 2) The Division has an outstanding commitment with ACM for a CE webinar. ACM already has paid the Division \$500.00. Sara D. will contact ACM for a speaker.

9. New Business

Sara D. is on the programming committee for the San Diego 2013 conference so will be stepping down as Chair of Vendor Relations. The Division will have to find a replacement sooner rather than later. Sara D. related that there are changes coming for the 2013 conference, a keynote speaker has been identified and to attend this year’s closing session for additional information – hint, hint.

Pam E. announced that there will be no leadership session on Sunday morning. Instead it will be on Tuesday from 4:00-5:30pm. The Engineering Division Board meeting will be Saturday at 5:00pm in the Chicago Hilton. Pam will send out the room number later. There may also be a high tea planned for Saturday.

Pam E. and Daureen N. will meet and discuss minutes.

Pam E. announced that any email she sends from here on out concerning the conference will have in the subject line "SLA Conference". This is so the folks not able to attend could just delete, if not wanting the information.

Next meeting June 28th at the top of the hour

11:00 am EDT

10:00 am CDT

9:00 am MDT

8:00 am PDT

10. Meeting adjourned at 12:30 pm EST.

Respectfully submitted by,

Daureen Nesdill, Secretary
SLA Engineering Division